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Seventh and Eighth Annual Reports

OF THE

Nursing Service

OF

Bellevue, Harlem, Fordham & Gouverneur Hospitals

AND

Fifty-Ninth and Sixtieth Annual Reports

OF THE

BELLEVUE TRAINING SCHOOL FOR NURSES

PRESENTED TO THE

DEPARTMENT OF HOSPITALS

NEW YORK CITY

1932-33

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BY-LAWS

of

The Schools for Nursing of Bellevue and Allied Hospitals

Adopted by the Board of Trustees at the Meeting of December 31, 1924

* See note

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1. The Schools for Nursing shall be conducted at Bellevue Hospital, and at Harlem Hospital, and at Fordham Hospital, and at Gouverneur Hospital, as soon as conditions at these two latter hospitals will permit.

2. The School at each Hospital shall be under the direction and management of the Board of Managers of the Schools for Nursing of Bellevue and Allied Hospitals, subject to the approval of the Board of Trustees. These several schools shall be known as the Schools for Nursing of Bellevue and Allied Hospitals.

3. Appointments to the major executive and educational positions in the several schools shall be made by the Board of Managers of the Schools for Nursing of Bellevue and Allied Hospitals, subject to the approval of the Board of Trustees.

4. Dismissals of those holding major executive and educational positions in the several schools shall be made by the Board of Managers of the Schools for Nursing of Bellevue and Allied Hospitals, subject to the approval of the Board of Trustees.

5. The conduct and management of the Schools by the Board of Managers of the Schools for Nursing of Bellevue and Allied Hospitals may be terminated by either party six months after notice is given to that effect.

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* Note—Subject to an amendment to the Greater New York Charter in 1928, a Department of Hospitals was created. Clause 692g, Training schools for Nurses reads in part.

"A training school for nurses heretofore established in connection with any hospital subject to the jurisdiction of the department is continued; **and any contract heretofore made by the board of trustees of Bellevue and Allied hospitals** for the occupation and use of any building or buildings as a training school for nurses **shall be carried out according to its terms,** by the department of hospitals established by this title."

RESOLUTION GOVERNING THE RELATIONS OF THE BOARD OF MANAGERS OF THE SCHOOLS OF NURSING WITH THE BOARD OF TRUSTEES OF BELLEVUE AND ALLIED HOSPITALS

Adopted by the Board of Trustees of Bellevue and Allied Hospitals at the Meeting December 31, 1924

Resolved, That Schools for Nursing be established by the Board of Trustees in Bellevue and Allied Hospitals, City of New York, to be known as the Schools for Nursing of Bellevue and Allied Hospitals, under the direction and control of the Board of Trustees of Bellevue and Allied Hospitals.

That the Board of Managers of the Schools for Nursing of Bellevue and Allied Hospitals be composed of the present Board of Managers of the Bellevue Training School for Nurses.

That the Board of Managers of the Schools for Nursing of Bellevue and Allied Hospitals shall consist of the thirty members of the Board of Managers of the present Bellevue Training School for Nurses.

That the members of the Board of Managers of the Schools for Nursing of Bellevue and Allied Hospitals shall be appointed for a period of six years, the terms of five to expire each year.

That the present members of the Board of Managers of the Bellevue Training School for Nurses serve the terms for which they have been appointed as Managers of the Bellevue Training School for Nurses, as members of the Board of Managers of the Schools for Nursing of Bellevue and Allied Hospitals.

That the group of five members of the Board of Managers of the Bellevue Training School for Nurses whose terms expire February 1, 1925, be filled by appointment by the Board of Trustees of Bellevue and Allied Hospitals on or before February 1, 1925, from a list of names to be submitted by the present Board of Managers of the Bellevue Training School for Nurses on or before January 15, 1925.

That vacancies that occur in the Board of Managers of the Schools for Nursing of Bellevue and Allied Hospitals shall be filled by appointment by the Board of Trustees of Bellevue and Allied Hospitals on or before February 1st of each year, from a list of names to be submitted by the Board of Managers of the Schools for Nursing of Bellevue and Allied Hospitals, on or before January 15th of each year.

That in the event of a position in the Board of Managers becoming vacant before the expiration of the term of any member, the vacancy shall be filled by the Board of Trustees of Bellevue and Allied Hospitals from a list of names submitted by the Board of Managers of the Schools for Nursing of Bellevue and Allied Hospitals.

RULES GOVERNING THE BOARD OF MANAGERS OF THE SCHOOLS FOR NURSING

Adopted by the Board of Managers of the Schools for Nursing of Bellevue and Allied Hospitals 1925

I. Membership

Members shall be appointed for a period of six years, the terms of five to expire each year, as per the Resolution of the Board of Trustees, December 31, 1924, and shall serve without compensation.

II. Officers and Duties of Officers

The Officers, and the duties of Officers, shall be the same as those provided for in the By-laws of the Board of Managers of the Bellevue Training School for Nurses, sections V, VII, VIII, IX, X, XI. *

III. Meetings

The Board of Managers shall hold meetings at the Nurses' Residence on the first and third Fridays of each month, except during June, July, August, and September; and such other meetings as the President may call, or as may be called on the written request of three members of the Board. Five members shall constitute a quorum.

IV. Reports

The Board of Managers shall make an annual report to the Board of Trustees, and shall send the Trustees a copy of the Minutes of their regular meetings.

V. Committees

There shall be the following Committees, and such others as shall be created by the Board from time to time:

Executive Committee,
Ward Visiting Committee for Bellevue,
House Committee for Bellevue,
Committee on Personnel Work for Bellevue,
Committee on the Mills School,
Harlem Hospital Committee,
Fordham Hospital Committee,
Gouverneur Hospital Committee.

VI. Amendments

These Rules may be amended by a two-thirds vote of the members present at any regular meeting, due notice having been given in writing to all members. Any amendment to these Rules must be sent to the Board of Trustees.

* See Constitution and By-laws, page 55.

BOARD OF MANAGERS
of
Nursing Service—Bellevue, Harlem, Fordham and Gouverneur Hospitals

OFFICERS — 1933

President
Mrs. William Church Osborn
40 East 36th Street

Vice-President
Mrs. Linzee Blagden
129 East 36th Street

Second Vice-President
Miss Louise Iselin
155 East 70th Street

Secretary
Mrs. Winthrop W. Aldrich
15 East 78th Street

Treasurer
Mrs. J. Howland Auchincloss
1185 Park Avenue

Assistant Treasurers
Mrs. Harry Forsyth
151 East 79th Street

Bank of New York & Trust Co.
Madison Avenue Branch

BOARD OF MANAGERS
Dates of Expiration of Terms of Office.

February 1, 1934

Mrs. Alexander Lambert
Miss Frances Hadden
Miss Blanche Potter
Mrs. Warren Thorpe
Mrs. Lansing Reed

February 1, 1935

Mrs. C. Grant LaFarge
Miss Louise M. Iselin
Mrs. Franklin C. Hoyt
Mrs. Charles S. McCain
Miss Ruth Morgan

February 1, 1936

Mrs. John Elliott
Mrs. Nelson Rockefeller
Mrs. John A. Hartwell
Mrs. Tucker Bispham
Mrs. Harry Forsyth

February 1, 1937

Mrs. George S. Franklin
Mrs. William Church Osborn
Mrs. Edmund P. Rogers
Mrs. William S. Rainsford
Mrs. Edwin Koehler

February 1, 1938

Mrs. Winthrop W. Aldrich
Mrs. Kenneth Spence
Mrs. Linzee Blagden
Mrs. Archibald Douglas
Mrs. Alfred Hess

February 1, 1939

Mrs. J. Howland Auchincloss
Mrs. Edgar Leonard
Mrs. Blaine Beale
Mrs. Lewis S. Morris
Mrs. Jose Ferrer

HONORARY MEMBERS OF THE SOCIETY

Miss Anna Lusk
Mrs. George B. McClellan
Mrs. William M. Polk
Mrs. Francis M. Scott

EXECUTIVE COMMITTEE

Mrs. William Church Osborn.....*President*
Mrs. Linzee Blagden.....*First Vice-President*
Miss Louise Iselin.....*Second Vice-President*
Mrs. J. H. Auchincloss.....*Treasurer*
Mrs. Winthrop W. Aldrich.....*Secretary*
Mrs. Franklin C. Hoyt.....*Chairman—Harlem Auxiliary*
Mrs. Archibald Douglas.....*Chairman—Fordham Auxiliary*
Mrs. Blaine Beale.....*Chairman—Gouverneur Auxiliary*
Miss Blanche Potter.....*Chairman—Bellevue Committee on Nursing*
Miss Ruth Morgan.....*Chairman—Social Service Committee*
Miss Louise Iselin.....*Chairman—House Committee*
Mrs. Harry Forsyth.....*Chairman—Social Welfare Committee*
Mrs. Tucker Bispham.....*Chairman—Volunteers*
Mrs. Lewis Morris.....*Chairman—Mills School Committee*
Mrs. Jose Ferrer.....*Chairman—Registry Committee*
Mrs. C. Grant La Farge.....*Representative to New York City Visiting Committee*

STANDING COMMITTEES

FINANCE COMMITTEE

Mrs. Blagden, *Chairman*

HOUSE COMMITTEE

Miss Iselin, *Chairman*

Mrs. Forsyth
Mrs. Koehler
Mrs. Lambert
Mrs. Morris

BELLEVUE COMMITTEE ON NURSING

Miss Potter, *Chairman*

Mrs. Beale
Mrs. Bispham
Mrs. Blagden
Mrs. Douglas
Mrs. Hartwell
Mrs. Hoyt
Mrs. LaFarge
Miss Morgan
Mrs. Morris
Mrs. Osborn
Miss Rottman

COMMITTEE ON PERSONNEL

Mrs. Forsyth, *Chairman*

DISCIPLINE COMMITTEE

Mrs. Osborn, *Chairman*

Mrs. Blagden
Miss Potter

COMMITTEE ON ALUMNAE AND BULLETIN

Mrs. Ferrer
Mrs. Osborn

WARD VISITING COMMITTEE

Mrs. Blagden

VOLUNTEERS COMMITTEE

Mrs. Tucker Bispham

OFFICERS OF THE SCHOOL OF NURSING
1932—1933

(*Indicates Appointments for 1933)

MARIAN ROTTMAN, B. S., R. N.
Director of the Division of Nursing and Principal of School of Nursing

FLORENCE BACON, M. A., R. N.
Superintendent of Nurses

ELIZABETH WHITMARSH, M. A.
House Dean

BLANCHE EDWARDS, R. N.
Director of Psychiatric Nursing

MAUD KELLEY, M. A., R. N.
Director of Supervision and Clinical Instruction

ETHEL BACON, M. A., R. N.
Director of Instruction

ISABELLE JOHNSON, B. A., R. N.
Director of Health Service

AMELIA MASSAPOUST, R. N.
Director of Social Service

ANN GEARY, R. N.
Director of Dispensary Nursing

BEATRICE WILLIAMS, M. A., R. N.
Instructor and Supervisor in Social Service

ANN DOYLE, B. S., R. N.
Instructor in Sociology, Psychology and Public Health

THELMA RYAN, R. N.
Instructor in Principles and Practice of Nursing

ETHELYN PETERSON, M. A., R. N.
Instructor in Chemistry and Bacteriology

EDWINA MacDOUGALL, B. S., R. N.
*HAZEL HOUSTON, B. S., R. N.
Instructor in Anatomy and Physiology

ANNA ZIEGLER, B. S., R. N.
Instructor in Materia Medica and Psychology

ELIZABETH SCHWARTZ, B. S.
Instructor in Foods and Nutrition

GERALDINE SMITH, M. A.
Instructor in Physical Education

MARY HENNIGAN, R. N.
Instructor in Principles and Practice of Massage

LORETTA REYNOLDS, R. N.
*SUSIE SWONCARA, R. N.
Assistant Instructor in Principles and Practice of Nursing

MILDRED REED, M. A., R. N.
*RUTH BARKER, B. S., R. N.
Assistant Instructor in Anatomy and Physiology

HAZEL HOUSTON, B. S., R. N.
*EDNA STRAIGHT, B. S., R. N.
Assistant Instructor in Chemistry and Bacteriology

ELIZABETH KRANTZ, B. S.
Assistant Instructor in Foods and Nutrition

EDNA MEISEL, R. N.
Assistant Instructor in Physical Education

FLORENCE ANNABLE, R. N.
Assistant in Health Service

MARY MERRITT
Instructor in Occupational Therapy

MARGARET MAHONEY, R. N.
Instructor and Supervisor of Pediatric Nursing

ROSE HORVATH, R. N.
Instructor and Supervisor of Neurological Nursing

LELA MAGEE, R. N.
Instructor and Supervisor of Psychiatric Nursing

MINNIE BIFFER, R. N.
Supervisor of Operating Rooms

ADELAIDE SMITH, R. N.
Instructor in Aseptic Technique

MAUD SINCLAIR, R. N.
Instructor in Dispensary Nursing

M. MAGDALENE BOOKMILLER, R. N.
Instructor and Supervisor of Obstetrical Nursing

MARY FISHER, R. N.
*HELEN WAGO, R. N.
Instructor and Supervisor of Tuberculosis Nursing

HELEN HOLOVIAK, R. N.
Instructor and Supervisor of Eye Nursing

ESTHER HILTON, R. N.
Instructor and Supervisor of Ear, Nose and Throat Nursing

DOROTHY WEDDIGE, R. N.
*ELLA GLENDINNING, R. N.
Instructor and Supervisor of Medical Nursing

FLORENCE TALBOT, R. N.
Instructor and Supervisor of Surgical Nursing

ANNA FLOOD, R. N.
Instructor and Supervisor of Gynecological Nursing

MIRMA WALLACE, B. S., R. N.
Instructor in Nursery School Techniques

ELLA GLENDINNING, R. N.
*ALICE BREWER, R. N.
Instructor and Assistant Supervisor of Medical Nursing

EDNA SCHROEDER, R. N.
Instructor and Assistant Supervisor of Medical Nursing

ESTHER KREPS, R. N.
Instructor and Assistant Supervisor of Surgical Nursing

JOSEPHINE SHULL, R. N.
Instructor and Assistant Supervisor of Surgical Nursing

GWENDOLYN KUNKLEMAN, R. N.
Instructor and Assistant Supervisor of Pediatric Nursing

ETHEL SYKES, R. N.
Instructor and Assistant Supervisor of Pediatric Nursing

ALETHEA BOGGESS, R. N.
*BLANCHE LA JEUNESSE, R. N.
Instructor and Assistant Supervisor of Pediatric Nursing

MARY E. BRADFORD, R. N.
Assistant Supervisor of Obstetrics

EMMA CLARK, R. N.
*AGNES DILLSON, R. N.
Assistant Supervisor of Obstetrics

ELSIE MacDONALD, R. N.
Supervisor of Bellevue House

EMILY WEBB
*EVA PRICE, R. N.
Assistant Supervisor of Bellevue House

GLADYS CHAMBERLAIN, R. N.
Assistant in Office of School of Nursing

MABEL KELLER, R. N.
Night Supervisor of Bellevue House

EMILY MacDONALD, R. N.
*EDNA SCHROEDER, R. N.
Night Supervisor of Nursing

MARGARET McMINN, R. N.
Assistant Night Supervisor of Nursing

ETTA MAHONEY, R. N.
Assistant Night Supervisor of Nursing

JANE BARTLETT, R. N.
* BESSIE FORD, R. N.
Assistant Night Supervisor of Nursing

HELEN SHELLENBERGER, R. N.
Assistant Night Supervisor of Nursing

MARY ROBINSON, R. N.
Assistant Night Supervisor of Nursing

CLARENCE E. DE LA CHAPELLE, M. D.
Physician to School

HELEN FERGUSON
* ANNA ZIEGLER
Assistant to Physician to School

MRS. H. WILSON
* GERTRUDE MARY ROACH
Dietitian of Bellevue House

MRS. M. AUSEJO
* AUDREY SHEEHAN
Assistant Dietitian of Bellevue House

The ward teaching program during 1932 - 1933 has been carried by a staff of ward instructors.

WARD INSTRUCTORS IN SURGICAL NURSING

1932	1933
Marian Blood, R. N.	Marian Blood, R. N.
Leona Collins, R. N.	Neta Davey, R. N.
Maydene Daniels, R. N.	Mabel Furman, R. N.
Neta Davey, R. N.	Beatrice Heathcote, R. N.
Mabel Furman, R. N.	Mabel Quinto, R. N.
Florence Hahn, R. N.	Pauline Sjogren, R. N.
Beatrice Heathcote, R. N.	Lydia Zetzsche, R. N.
Violet Linksweiler, R. N.	
Helen Miner, R. N.	
Kathleen Simmons, R. N.	

WARD INSTRUCTORS IN MEDICAL NURSING

1932	1933
Ethelyn Anderson, R. N.	Ethelyn Anderson, R. N.
Ida Clark, R.N.	Ruth Bertland, R. N.
Betty Geer, R. N.	Beatrice Braik, R. N.
Florice Johnson, R. N.	Edna Bromiley, R. N.
Mary Keller, R. N.	Betty Geer, R. N.
Helen Kuvalanka, R. N.	Nell Hinklin, R. N.
Alice Mercer, R. N.	Ruth Judd, R. N.
Anna Rece, R. N.	Agnes Keefe, R. N.
Anna Rivoire, R. N.	Marie Keller, R. N.
Eleanor Saxe, R. N.	Helen Kuvalanka, R. N.
Elizabeth Wann, R. N.	Anne Mulhall, R. N.
Anna White, R. N.	Anne Rivoire, R. N.

WARD INSTRUCTORS IN PEDIATRIC NURSING
1932 - 1933

Cleola Lake, R. N. Mary Ritchie, R. N.
Lillian Thompson, R. N.

WARD INSTRUCTOR IN GYNECOLOGICAL NURSING
1932 - 1933

Bernice Johnson, R. N.

WARD INSTRUCTOR IN OBSTETRICAL NURSING
1933

Cecelia Gleasure, R. N.

NIGHT WARD INSTRUCTORS
1933

Alethea Boggess, R. N.....*Pediatrics*
Myra Driver, R. N.....*Special Services*
Joan Kramers, R. N.....*Surgery*
Alice O'Hara, R. N.....*Medicine*

ANNUAL REPORT OF THE SECRETARY
April 1931—1932

I have the honor of presenting the Fifty-ninth Annual Report of the Bellevue Training School for Nurses and the Seventh Annual Report of the Nursing Service of Bellevue, Harlem, Fordham, and Gouverneur Hospitals.

Again the Board of Managers desires to extend its thanks to Commissioner Greeff, Dr. Fleming and Dr. Jacobs for their cooperation and support, without which its efforts would be in vain. Again also, the record of high standards of nursing education and resultant good care of the sick has been maintained, and this in spite of very difficult conditions of overcrowding in all wards caused by the present period of economic depression.

The study of nursing service at Bellevue by Miss Blanche Pfefferkorn was completed during the year. The value of the findings in relation to planning personnel budgets, nurse-patient ratios and in establishing simplified nursing techniques, cannot be overestimated. This Bellevue study was entirely financed by the Board of Managers.

The other new undertaking started last year has also continued its useful service, namely the Nursery School sponsored by Mrs. Edgar Leonard, a member of the Board. This school is of inestimable value, giving both student and graduate nurses a different idea of child management, as well as educating the parents, keeping the children occupied and happy, and giving an example to other hospitals. Miss Wallace continues her splendid work in charge of the nursery school.

In the residence, Miss Whitmarsh has continued as House Dean, in charge of student activities, and Miss Geraldine Smith in charge of recreation and physical education. These programs, carried entirely by the Board of Managers, are invaluable for the students, as they not only provide vocational education but culture and health as well. The student health service under Miss Isabelle Johnson is of increasing value and is this year being extended to the graduate staff. The Edith Northcote Fund has been used for the care of nurses with incipient tuberculosis, and also for a fresh air program during the summer. Miss MacDonald continues her efficient supervision of the residence, which contributes so much to the students' comfort.

The Managers have continued their usual activities along the lines of ward visiting under Mrs. Blagden's leadership, and work

among the women employees of the hospital under Mrs. Forsyth. They have been very much interested in attending the Wednesday morning meetings of the School Council and have found this a good way of keeping in close touch with the current problems of the school.

One of the most important events of the year was the revival of the Advisory Nursing Committee composed of three members of the Board of Managers, four members of the Medical Board, the Principal of the Bellevue School, the General Medical Superintendent and the Medical Superintendent of Bellevue. The purpose of this committee is to promote a better understanding of the problems of the school and nursing service and to promote cooperation of the medical and nursing groups.

The volunteer workers in the Out-Patient Department are under the leadership of Mrs. Tucker Bispham, a member of the Board of Managers. There are sixty-five part-time volunteers under the supervision of Miss Lois Mills, and their faithful and efficient service is of great value.

In the last month a House Dean has been appointed at Fordham Hospital and under her leadership many new student activities are being undertaken there.

The Board again wishes to express its sincere thanks to Miss Florence Bacon, the Superintendent of Nurses, to the members of the faculty, and to the school staff, without whose loyalty and earnestness of purpose this record of accomplishment would have been impossible, and to Miss Rottman, the able Director of Nursing Service, whose spirit continues to animate the entire organization.

Respectfully submitted,

HARRIET ALDRICH, *Secretary.*

ANNUAL REPORT OF THE SECRETARY
April 1932—1933

I have the honor to present the Sixtieth Annual Report of the Bellevue Training School for Nurses and the Eighth Annual Report of the Nursing Service of Bellevue, Harlem, Fordham and Gouverneur Hospitals.

The Board of Managers has carried on its work this year in the face of most difficult conditions caused by the unavoidable policy of retrenchment in the Department of Hospitals. In spite of these circumstances the usual high standard of nursing care of

the sick poor of New York has been constantly maintained, and the living and working conditions of the nurses have as yet not been allowed to suffer any serious setback. In our efforts toward these ends we have had the cordial cooperation of Commissioner Greeff, Doctor Fleming, the Medical Director, and Commissioner Fay, in the Department of Hospitals, and the invaluable assistance, upon which we can always count, of Dr. Jacobs, the Superintendent of Bellevue Hospital, and Miss Rottman, the Director of Nursing Service, whose tireless devotion has never failed in her difficult task. Miss Florence Bacon, at her post of Superintendent of Nurses, and Miss Maud Kelley, as Director of Supervision, head the long list of those whose splendid cooperation has made possible the continuance of our work.

The membership of the Board has undergone several changes. Mrs. Stafford McLean has resigned, and Mrs. Edmund P. Rogers has taken her place. Miss Frances Hadden, a former Board member, has come back to fill another vacancy, and Mrs. Nelson A. Rockefeller is the third new member. Members have been greatly interested in attending the weekly meetings of the School Council and in this way have come to a better understanding of school problems. Members have served as usual on the Ward Visiting Committee under the wise guidance of Mrs. Linzee Blagden and have through their constant watchfulness been able to report many conditions which needed correction and have followed these matters up until they were corrected or improved. Cooperation with the medical services has been successfully maintained and has materially contributed to the elimination of many evils, and we thank the doctors for their attitude of helpfulness. The hospital has had the highest census in its history during this winter and it is significant that in spite of over-crowding and understaffing, the essentials of comfort and cleanliness have constantly been maintained.

Mrs. Jose Ferrer has replaced Mrs. Hess on the Osborn Hall, Alumnae and Registry Committees.

At the request of the Alumnae Association the financial administration of Osborn Hall has been assumed by the Board of Managers. The business management and responsibility will be vested in a Committee composed of three members of the Board of Managers and two representatives from the Alumnae Association. Mrs. Osborn, Mrs. Auchincloss and Mrs. Ferrer have been appointed as members from the Board of Managers, Miss Knelly and Miss Mingus from the Alumnae. They will report monthly to the Board and to the Alumnae Association.

Miss Iselin and the House Committee, as well as Miss MacDonald, the housekeeper, have carried on under great hand-

icaps, caused by the city's ruling to discharge all alien employees. Miss Whitmarsh, the House Dean, has continued her sympathetic supervision of extra-curricular activities. A much needed post office has been installed in the residence.

As was done last year, $1,000 of the Edith Northcote Fund was turned over to the Bellevue Tuberculosis Auxiliary to be used in the care of Bellevue student nurses.

Miss Potter has continued as usual as Chairman of the Nursing Committee which has handled and solved many difficult problems.

On the whole the inspiration of the work in this great city hospital has carried us through every discouragement and we look forward to the future with unabated enthusiasm.

Respectfully submitted,

HARRIET ALDRICH, *Secretary.*

HARLEM HOSPITAL

1931-1932

The Nursing Committee of Harlem Hospital has carried on its usual activities during the past year and we are most grateful to Mrs. O'Brien and her staff for all the cooperation we have received from them.

We want also to extend our thanks to Mr. Dermody, the Superintendent, for his courteous attention to all suggestions we have made relative to the care of patients or for the welfare of the nursing staff.

The wards have been unusually crowded during the entire year but as for some months past we have had an average of 22 nurses per day assigned to the hospital by the Emergency Work Bureau we feel that the burden of overcrowded conditions has not been unduly great and that the patients have received better care than would otherwise have been possible.

A new Assistant Superintendent of Nurses has been a great help on the staff and the system of ward instructors for each ward is a material improvement in the practical teaching of bedside nursing.

Ground has been broken and work is progressing for the new addition to the hospital and to the nurses' home and the prospect of larger quarters is most encouraging to us all.

Respectfully submitted,

Maud Rives Hoyt,
Appointed as Visitor to Harlem Hospital.

HARLEM HOSPITAL

1932-1933

A steadily growing population in the district is reflected in an ever increasing census in the wards of Harlem Hospital, and while the nurses have all done excellent work it is not always possible to give adequate nursing care in the wards where crowded conditions predominate.

Six new balconies replacing those condemned as unsafe some years ago have recently been finished and as these are glass enclosed, well lighted and heated, they serve to relieve some of the congestion in the wards, although they add materially to the nursing problem, because of the increase of fifty-four beds to the bed capacity of the hospital. For this reason the Superintendent of nurses had asked for a few more general duty nurses and we urge that they should be provided as soon as possble.

The most important addition to the teaching facilities of the school is a reference and reading library which has been fitted up in the basement of the nurses' home.

A few changes have taken place on the staff and the policy has been as always to appoint Harlem graduates whenever possible to fill teaching positions that are vacant.

The Hospital has been most fortunate in having a number of nurses assigned to duty on the wards by the Emergency Work Bureau of the Emergency Unemployment Relief Committee. These nurses have been of great value in many ways, especially, as owing to the forced retrenchment policy of the city no nurses for vacation relief have been allowed and the strain on the regular staff has been particularly heavy for some time.

Mrs. O'Brien continues to direct the school with great ability and tact and all those working with her cannot fail to be inspired by her high ideals as well as her unfailing interest in all those about her.

The Committee has been faithful in visiting the wards and we have tried to co-operate wherever possible in matters concerning the welfare of nurses in training.

The graduation exercises will take place on May eleventh when a class of 33 nurses will receive their diplomas.

Respectfully submitted,

Maud Rives Hoyt,
Appointed as Visitor to Harlem Hospital.

FORDHAM HOSPITAL
1931-1932

The new wards at Fordham and the old buildings are now equipped and running to full capacity. After so many years of building and moving about it is a great relief, and there is a marked improvement in the general efficiency of the hospital.

We have 110 affiliating students and with a staff of 96 graduate nurses, the nursing service is very well covered.

Under the direction of Miss Manley and her staff we are reaching the high standard toward which we aim.

In January we secured the services of a Dean for the nurses' house. Her help with the nurses when off duty adds greatly to their happiness and thereby contributes largely to the general good of the hospital.

Respectfully submitted,

Edith Douglas,
Appointed as Visitor to Fordham Hospital.

FORDHAM HOSPITAL
1932-1933

The entire hospital of 600 beds, including the new and renovated section, is now occupied at Fordham, and the addition to the nurses' residence providing 50 bed-rooms, is almost ready for occupancy.

A Mothers' Club has been organized in connection with the Obstetric Department, and with the co-operation of the Maternity Center, has been an outstanding success.

At the nurses' residence we have had for the past year a Social Director who has helped and supervised the activities of the students and graduate nurses. This program has been of great help. A circulating library and tea-room have been installed and are much appreciated.

I want to thank Miss Manley and her staff who with efficiency, cheerfulness and co-operation in every possible way have met the many problems that have arisen.

Respectfully submitted,

Edith Douglas,
Appointed as Visitor to
Fordham Hospital.

GOUVERNEUR HOSPITAL
1931-1932

The reconstruction and general renovation of the hospital building, in process during the greater part of the year, have somewhat hampered nursing activities, but promise to make a much needed improvement in the physical facilities.

The nurses' residence has been much improved in appearance by painting.

There have been no changes in the major positions of the staff of the school.

Respectfully submitted,

Harriet Blaine Beale,
Appointed as Visitor to
Gouverneur Hospital.

GOUVERNEUR HOSPITAL

1932-1933

The news from Gouverneur is very good this year and very encouraging for the future. The census has been running very high since the depression and Gouverneur takes care of an average of two hundred patients daily instead of about a hundred as in former years.

The boat "Southfield" used as a day camp and for treatment of tubercular children has been abandoned and the children are quartered on the roof of Public School Number 31 which is within a block of the hospital.

A new floor has been added to the hospital itself, which supplies new kitchens, dining room and rooms for the house staff. One wing includes a complete new operating room suite.

Miss Margaret Maloney retired on January first from her position of Superintendent of Nurses after four years service at Gouverneur and twenty years in the city's service. She was succeeded by Miss Anna James, B. S., class of 1912 Bellevue. Miss James brings to the position unusual preparation and qualifications. An entirely new teaching and supervisory staff has been appointed. Miss Carrie Young, B. A., Bellevue 1933, has assumed the direction of ward instruction and supervision. Miss Mildred Reed, M. A., Bellevue 1931, is filling the position of Assistant Superintendent of Nurses. Miss Anna Hein, Bellevue 1912, has been appointed as personnel supervisor.

A complete reorganization of the nursing service is in process. The Maternity and Children's wards which have been reorganized merit particular attention. It is always a pleasure to go into them.

We wish to acknowledge the courtesy and cooperation of the Superintendent, Mr. Woods, in Miss James' plans for the organization of the nursing service.

We look forward to an unusually interesting and important year at Gouverneur.

Respectfully submitted,

HARRIET BLAINE BEALE,
Appointed as Visitor to
Gouverneur Hospital.

MILLS SCHOOL
1931-1932

The enrollment figures for the Mills School are as follows: Preliminary Students 15 — Bellevue Students 31 — Affiliate Students 23—Total 69. This is a substantial increase over last year.

The report of the survey made in December by the representative of the State Education Department stresses the need of a new building. The justice of the criticism that the facilities of the school are inadequate is readily admitted, but unfortunately no means are now apparent by which our plant may be increased. Such improvement must await better times.

The devoted service of Mr. Van Note and Miss Pentland contributes, as heretofore, to make the Mills School of real value to Bellevue as a whole.

Respectfully submitted,

Emily Coster Morris,
Appointed as Visitor to Mills School.

MILLS SCHOOL
1932-1933

The enrollment figures in the Mills School are as follows: Preliminary students 14—Bellevue students 36—Affiliate students 13—Total 63.

Graduation exercises this year took place with the Bellevue School of Nursing on February 9th, instead of separate exercises being held for the Mills School as has been done heretofore.

In December 1932, Miss Pentland, a Canadian, resigned as hostess of the school—a result of the rule stating that only American citizens could be employed in the Department of Hospitals. Her place has been filled by Mrs. Lowry, a Bellevue graduate of the class of 1912. Mrs. Lowry is having the Mills School building renovated in as thorough a way as possible, considering its age.

Mr. Van Note continues to guide the health and recreational program for the students.

Respectfully submitted,

Emily Coster Morris,
Appointed as Visitor to Mills School.

BELLEVUE SCHOOL OF NURSING ANNUAL REPORT FOR THE YEAR 1931-1932

To the Board of Managers of the Bellevue School of Nursing:

It is my privilege to present to you the 59th annual report of the Bellevue School of Nursing. It is by these reports that the historical record of the school is made and by them we are able to trace new movements, trends and events.

The accomplishments of the school and nursing service are so bound up each in the other that they cannot be separated. This report will deal with those events which we wish to record for the future.

The present capacity of Bellevue Hospital is 2063 beds.

The nursing staff is comprised of 407 graduate nurses, 203 Bellevue Students, 33 Mills School Students, 245 Affiliating Students, 17 Post Graduate Students, 53 Bellevue Preparatory Students, 15 Mills School Preparatory Students, making a total of 973.

The Out Patient Department

Early in 1931 the clinics were transferred from their various locations to the new Out Patient building. The budget for this new activity permitted thirty-five graduate nurses to staff the clinics, a teaching supervisor and an Assistant Superintendent of Nurses as administrator. In addition there are 16 on the clerical staff, 17 porters and orderlies, 7 maids, 1 housekeeper, 2 ushers and 1 watchman. Supplementing the nursing staff are 65 part-time volunteers.

After allowing nine months for the department to perfect its organization the new program for students was begun on October 1st, 1931. Twelve students were introduced in groups at three week intervals. Only those clinics yielding new experience were selected as teaching fields. Miss Maud Sinclair organized the teaching program which covers a period of six weeks and is repeated for each group of three students. At the end of the sixth week the students proceed to the Social Service where they spend six weeks. During this period they are instructed and supervised by Miss Beatrice Williams who is especially prepared in this field. The students' experience here is made up of special case work, where families are carried and the entire medico-social treatment is planned and carried out by the students; home visits, contacts with numerous other social agencies, Juvenile and Family Courts and Foundations.

This very valuable experience is made possible by the Convalescent Relief and Social Service Auxiliary of Bellevue Hospital.

When this experience of three months is assigned to the student she is a senior in whom we have been building attitudes and appreciation for two years. The success of the program has been due largely to her previous preparation and the quality of her instruction and supervision in the Out Patient Department.

For the very efficient manner in which the entire Out Patient Department is run much credit is due both Miss Ann Geary and Miss Maud Sinclair.

The Nursery School

Last year when the nursery school was conceived its purposes as defined briefly were: to provide a field as nearly as possible like an ideal home and a setting for the study and application of child psychology and child management. It has proved an ideal demonstration of the application of the principles of mental hygiene.

The nursery school has contributed not only to the happiness of the hospital children but it has also contributed to parent education and to the experience of both the student and graduate staff. Our nurses are better prepared to deal with convalescent or well children, especially when these children are in the home.

This project is carried entirely by the Board of Managers and is the special interest of Mrs. Edgar Leonard of the Board.

Health Service

Since 1926 the Bellevue School of Nursing has maintained a preventive and remedial health service. Through X-Rays, periodic health examinations, the Mantou and Pirquet tests, we have been able to prevent serious breakdowns in the student body. Very incipient cases of tuberculosis have been discovered and sent to Trudeau for treatment. The Board of Managers, and Miss Potter especially, have interested themselves in this problem. Some help has been given from the Northcote Fund; the Tuberculosis Auxiliary through Miss Potter's interest has given generously for hospitalization of these incipient cases of tuberculosis.

In the fall of 1931 Mrs. J. Howland Auchincloss and the Principal of the School were appointed to investigate health insurance for the student body. An investigation disclosed many plans of insurance. Selection was made of an outstanding insurance company that is willing to write health and accident insurance for the Bellevue School of Nursing on the group plan. The student associations of both the Bellevue and Mills Schools of Nursing have voted to accept. It is to become effective on April first of this year. To all students entering henceforth health insurance becomes obligatory.

On March first the preventive health program which up to this time has had student health as its major interest will be extended to include the graduate staff. Previously only those graduate nurses have been treated who wished to avail themselves of this service. Dr. Ralph Goodall of the Bellevue administrative staff has been appointed to the Health Service to help care for this additional work.

The Bellevue Study

During the year 1930-31 a very complete study was made of the nursing service of Bellevue Hospital as represented by our medical and surgical services. The time studies were of a qualitative as well as a quantitative nature. This study has been one of the most important pieces of work sponsored by the Board of Managers.

The objects of the study were first to analyze the quality of the nursing care in Bellevue Hospital and secondly to ascertain as accurately as possible, the time required to give adequate nursing care.

In addition to having accomplished these two main objectives there were many concomitant findings, which have proved of value in suggesting improvements in techniques and have already led to revisions of nursing procedures in the light of time saving, with no sacrifice of quality.

As an example may I cite the procedure of giving a hypodermic injection. Under the old method the administration of a hypodermic required 6.7 minutes computed on an average of 99 timings. With the revised technique it requires 3.5 minutes for each hypodermic. For the 24 hour period from July 31st to August 1st, 1931—291 hypodermics were administered in the various departments of Bellevue Hospital. The use of the new technique reduced the time necessary for the giving of these hypodermics 931.2 minutes or 15.5 hours or one full day of two student nurses.

The study further revealed the nursing load per patient and the required ratio of nurses to patients. As a result, for the first time the Director of Nursing Service has been able to set up a nursing budget based on scientific data rather than opinion.

Although this investigation to which an entire year was devoted, was restricted to the medical and surgical services, its findings may be adapted to nursing services which operate under comparable conditions.

The benefits of the study will be felt not only at Bellevue, but also in all of the institutions in the Department of Hospitals. The Director of the Divison of Nursing acknowledges with gratitude this splendid contribution of the Bellevue Board of

Managers to the nursing service of the entire Department.

Ward Instruction

During the year 1930 and 1931 while the Bellevue study was under way changes in routine nursing techniques, and in schedules were made as indicated. The job analyses which were made, proved conclusively that 72% of the time of the ward head nurse was given to orders and reports, housekeeping and supplies, medical rounds and conferences, diets, clerical work and charting. The other 28% was distributed over such duties as contact with the patients, supervision and instruction of the students, telephone, visitors and miscellaneous duties.

The significance of these particular studies was their confirmation of the principle, already adopted by the administration, of the necessity of an intensive and thorough system of supervision, especially on those services staffed largely by students. The statistical findings disclosed convincingly the need of more and better bedside instruction and supervision.

On January 1st, 1931, fifty additional graduates were allowed in the budget and an additional graduate nurse was assigned to each of the general medical and surgical wards. Her sole responsibility is the nursing care of the patients through supervision and bedside instruction. To the nursing service of these two buildings it has meant much more than more economical use of time and materials and better ward instruction. The administrative head nurse has been able to devote more of her time to conservation of supplies, to the proper serving of diets and to the ward housekeeping.

Scholarships

In 1923 the Board of Managers established two scholarships of $500 each. These awards are made to those students the quality of whose work has been of the highest excellence and who desire to pursue post graduate study in Nursing Education at Teachers' College, Columbia University.

Since their establishment 22 scholarships have been available. Of this number only 13 have been used. All of these nurses are employed in the Department of Hospitals with the exception of five. In the Department are: 3 Superintendents of Nurses, 1 Director of Supervision and Clinical Instruction, 1 Director of Instruction, 1 Assistant to the Director of the Division of Nursing, 2 Assistant Superintendents of Nurses. Of the five others, one is doing private nursing, 1 is head nurse in a private hospital, 1 is married, 1 is still a student at college and 1 is prepared to enter in September.

Because not all students awarded a scholarship have been able to avail themselves of it, this year a new plan is being adopted. The five students eligible for scholarships will be cited. If they

wish to avail themselves of further study they must make application. The awards will then be made to those who can use them and who will accept the conditions under which they are awarded.

Perhaps no other one factor has contributed so much to the well preparedness of the faculty and staff at Bellevue as these scholarships.

STUDENT ADVISEMENT

For a number of years the Board of Managers has provided the Bellevue School with a position, the sole time of which is given to the student body for recreational and social affairs. For the last three years Miss Elizabeth Whitmarsh has served in this position as Dean of Bellevue House and has made an outstanding contribution in her contact with the students.

During the entire preparatory course of six months she acts as the adviser for new students. It is frequently after the new students are assigned to full time duty on the wards that problems of adjustment arise.

To facilitate the successful solving of these problems which are often those of psychological readjustment or mental hygiene and to meet more adequately and individually the needs of the student, a new plan is being tried out whereby all students will be assigned to an adviser or counselor. Each counselor will have not more than five students. She will be responsible for these five students throughout their course.

This plan began with the last students accepted into the school. The eight advisers for the class were carefully selected and in order to prepare another group of counselors for the next two classes Professor Sturtevant of Teachers' College who conducts courses in guidance, has been engaged to give a series of lectures and conferences.

In closing this report which shows a year of marked progress I wish to extend to the Board of Managers, to the Social Service Auxiliary, to Dr. William F. Jacobs, Medical Superintendent of Bellevue, to Dr. Mark L. Fleming, the General Medical Superintendent of the Department of Hospitals, and to Commissioner J. G. Wm. Greeff and his assistants the gratitude and appreciation of myself and my associates for their unfailing advice and support.

Respectfully submitted,

MARIAN ROTTMAN,
Director of the Division of Nursing

BELLEVUE SCHOOL OF NURSING ANNUAL REPORT FOR THE YEAR 1932-1933

To the Board of Managers of the Bellevue School of Nursing:

For the sixtieth time we turn back the pages of our last year's work to review the activities of the year, to measure our progress and to weigh our failures. Probably at no time in this period of sixty years has there been such a challenge to good organization, to programs of student education, to the morale and esprit de corps of our school and nursing service. With conditions in the general public of economic shortage, mental stress, unemployment and physical deterioration the wards of Bellevue Hospital have been taxed far beyond their bed capacity, in fact the patient census has, during the past month, exceeded that of any previous period in the history of the hospital.

This additional census burden has not been complemented by a comparable increase in nursing personnel, which means that every nurse in the school and nursing service has had to assume her share of the overload. The "Bellevue Spirit" has been personified in the manner in which each individual has met the challenge. Despite the difficulties some progress has been made in the school of nursing program toward the carrying out of our ultimate objectives. The program of the Bellevue School of Nursing has certain specific objectives which are:

1. To give to the student nurse the type of experience in medical, surgical, psychiatric, obstetrical, pediatric and communicable disease nursing which will make for intelligent and skillful nursing care.
2. To develop a sense and practice of the preventive aspects of nursing.
3. To create recognition and appreciation of good social adjustment to health.
4. To stimulate the desire and ability to teach health promotion and disease prevention.
5. To provide the student with a sound fundamental course — for further study and specialization.
6. To develop good personal health habits, physical and mental.
7. To develop an attitude of inquiry and interest in nursing activities and its allied fields.
8. To stimulate cultural interests and expression.
9. To develop qualities of creative leadership.
10. To promote active good citizenship.

For the last three years we have consciously and consistently planned our program with these objectives in mind.

During the past year the curriculum has been enriched by the addition of a senior course in ethics and a pre-vocational course. The pre-vocational course is an attempt to help the student determine her attitudes and abilities for particular fields of nursing. The course covers head nursing, ward instruction and bedside care or private duty nursing. The course is designed toward better selection of vocational interests and a knowledge of what is expected of nurses in these fields.

The program of student advisement has progressed slowly but definitely because it has been necessary to prepare groups of graduates to undertake this activity. All students admitted to the school since September 1931 have been assigned in groups not exceeding seven, to an adviser or counselor—it being felt that this will be more profitable both for the student and for the school in developing understanding, cooperation and esprit de corps — similarly, affiliating students have been assigned to advisers who successfully completed affiliating courses here and who have received the same preparation as the advisers of the Bellevue students. The preparation of advisers is being continued through conferences, reference readings and discussions.

The School Council, organized in 1928, and composed of representation from the Board of Managers, Faculty and Student Body was reorganized this year. Formerly the efforts of the group were directed toward the organization and development of the Student Association. The Association has shown such excellent progress that it was decided to enlarge the scope of the Council's activities to include more specific problems of the school and nursing service. An immediate result has been a better understanding of the mutual problems of the special duty nurse and the school and nursing service.

The standard set last year for the initial selection of students has been raised. In order to be considered for admission to the preliminary class of Bellevue, candidates must give evidence of ratings placing them in the upper half of their high school class. From those presenting this evidence selection is made of those students whose records indicate not only the ability to carry an academic program but who can also bring to nursing sound physical and mental health, home culture, and personality. Of one hundred such applications the selection of fifty students for Bellevue and sixteen for the Mills School were made for the class admitted on February first. Selection is continued throughout the three

year course on the basis of the student's ability to make a successful adjustment professionally and socially.

The records and rating scales of student progress have been developed to what appears to be a maximum efficiency. From them we are able to determine whether the young graduate possesses the qualities necessary for ward instruction, head nursing, staff nursing, private duty, or for further professional growth.

In keeping with our democratic concept of supervision and instruction the experiment was undertaken this year of students' rating their head nurses, supervisors and instructors. A questionnaire was carefully thought out and presented to the graduate groups for their information and approval before it was presented to the students. It was undertaken with the thought that it would cultivate in the students objective attitudes and analytical judgment; and would be a stimulus to the persons being rated. The results have indicated that this purpose has been accomplished and this method is appreciated as a means of securing constructive criticism.

The Board of Managers in May 1932 revised the Bellevue uniform which over a period of years had undergone various changes in pattern and material. The original material was again obtained and the basque model readopted, but in order to conform with modern requirements of health and sanitation a bib was added and for hospital service — short sleeves. The class capped in July 1932 is the first to have this uniform which the Board of Managers and the Principal hope will remain the standard of the school.

The Student Association has continued to develop and offers to the students, both Bellevue and affiliating, increasing opportunities for cultural growth. This year the music club has subscribed to opera tickets which are made available to students who appreciate this opportunity. The literary, dramatic, current events, social, library and art clubs, have all offered opportunities to students with special interests.

The tea room, under the management of the Student Association, has filled the need of a place for relaxation and gathering of small social groups. The proceeds are used for social activities of the school.

The ward teaching program has been developed until every service in the hospital has ward instruction which functions immediately in the good care of the patient. Nursing has long neglected its unique opportunity for clinical instruction, so much appreciated by the medical profession. There is an increasing appreciation of this method of instruction and it is being extended into all schools. Many interested

in the program have come long distances to observe the organization and techniques employed in developing a working program. Bellevue has been glad to share with other schools its experience, in the interest of student nurse education and good nursing care of patients. The demand for information concerning this phase of our program has grown to such proportions that it has been necessary to plan definite periods for conferences and observation for visitors so that the work of our supervisory staff would not be disrupted.

On the wards where junior nurses are assigned and where large numbers of affiliating students make their first contact with our ward situations, a new type of worker has been developed — the ward instructor. From the job analysis done on the wards of Bellevue Hospital in the study of 1931, it was found that the ward head nurse spent the largest part of her time in orders and reports, housekeeping and supplies, medical rounds and conferences, leaving only 10% of her time — about 55 minutes per day, for student instruction and supervision. On the basis of these findings, ward instructors were appointed for all medical and surgical wards where junior nurses are assigned, and a few to special services. The sole responsibility of the ward instructor is the nursing care of the patient, and the instruction of students in administering that care. The results have been gratifying. The ward instructors have become especially interested in the correlation of instruction and nursing care.

The nursery school is becoming a mecca for visitors, not only from nursing organizations but from parent-teachers associations. The tower room nursery school of our pediatric service, established in 1931 by the Board of Managers, through Mrs. Leonard's special interest, continues to be a valuable adjunct to the ward service and the educational program. The opportunity to help other institutions through receiving visitors, published articles, and individual conferences continues. The visitors' book reveals names from England, New Zealand, India, Japan, Sweden, Poland and Holland. The Sarah Lawrence college of Bronxville sends students to make observations in connection with the study of child psychology. We have also had visits from Cornell Clinic, Columbia University and Mills College of California. There have been representatives from the Rockefeller Foundation and the National Federation of Day Nurseries. One of our most helpful visitors was Mary D. Davis who represents the government in the Nursery School movement. She congratulated the Board of Managers and the School of Nursing for establishing this new type of school which she feels

is meeting a definite need in instituting better ways of caring for the young convalescent child.

One of the essentials for the success of a ward teaching program is the continuous growth of the staff. In order to promote the program and to prepare people for this type of work we carry a staff education program for supervisors, head nurses, and ward instructors. The program includes a study of principles and methods of supervision. This group has worked out the new efficiency records, mentioned before, and is making a real contribution in promoting good bedside care.

In the year 1931 the Crippled Children's Committee of the Brooklyn Rotary Club established a number of scholarships for the study of nursing care in orthopedic conditions in children. Three scholarships were given to the Division of Nursing in 1931 and five in 1932. Each year Bellevue has had the privilege of sending one nurse. This has brought back to the orthopedic service and the care of poliomyelitis children the most modern and improved methods in this type of work.

In September 1931 the graduate staff of Bellevue Hospital voted to contribute 1% of their salaries to the Social Service Department for relief of patients who were in need when they left the hospital. From September 1931 to February 1st, 1933 a total of $4,710.74 has been contributed for that purpose. The nurses also contributed $382.43 to Cobble Court, for the relief of nurses temporarily unemployed.

The Department of Hospitals was the only department in the city service whose entire personnel had not attained full citizenship. On December 1st, 1932 a general order was issued making citizenship a requirement for employment in the department. This affected about 34 nurses at Bellevue who were replaced by citizens before January 1st, 1933.

For the first time in the history of the schools of nursing at Bellevue there is a combined graduation for the Bellevue and Mills Schools of Nursing. Because of the small number of Mills graduates in 1932 there were no graduation exercises held. The names of the members of that class are included on tonight's program.

The Mills School for men nurses was established in 1887 through funds provided by Mr. D. O. Mills, father of Mrs. Whitelaw Reid, who served on the Board of Managers of the Bellevue School continuously for forty-eight years. During Mrs. Reid's lifetime she was actively interested in both of our schools and contributed especially to the program of the Mills School.

The admission requirements for our school for men nurses have kept pace with those of the Bellevue School. There is a

common curriculum except where special subjects and services are supplied for the men nurses.

We report this year for the first time a course in Communicable Disease Nursing for Mills School students at the Willard Parker Hospital. These students have adjusted themselves well to this new experience and the quality of their work and their adaptability has been appreciated by the nursing staff at Willard Parker Hospital.

It has been interesting to watch the steady raising of standards in the Mills School and while there seems to be an over supply of women nurses the same is not true of men nurses. The demand for graduates from the Mills School is beyond our ability to supply. During the last month we have been requested to fill 15 positions with men students. It appears that each graduate of the Mills School will have no difficulty in securing a position.

The teaching program in the Out Patient Department has been further extended, covering all clinics that offer educational opportunities for the students. Both men and women students participate in this program.

We are grateful to the Social Service Auxiliary for the program which they carry for our students. This course enriches the students' understanding of the patients' social problems and their solutions.

Recommendations:

In closing this report I would fail in my duty to the school if I did not again draw attention to the needs of both the nursing service and the school. In 1927 I recommended that additional quarters be provided for nurses before September 1929. Rooms for two hundred additional nurses have been provided since that time. A large number of our graduate staff are on a non-maintenance basis which is far from satisfactory from an administrative point of view. There is an increasing demand for affiliations with Bellevue which our limited facilities prevent us from taking, although a valuable contribution could be made to the nursing service by increasing the affiliating group.

Repairs long necessary in the nurses' residence have now become urgent. With full occupancy of the house our engineering staff finds it impossible to accomplish the work necessary. For these reasons I re-emphasize the need of a new and larger nurses' home with adequate classroom and dietary facilities and other essentials of a good nursing school and dormitory.

To the Auxiliary of the Tuberculosis Division of Bellevue may I express our deep appreciation for their interest and support in treatment of incipient cases of tuberculosis. This treatment has been expensive both in time and money but

has meant health and a new outlook on life for the students treated.

In closing may I express my appreciation to the Board of Managers, Commissioners, General Medical Superintendents and my colleagues and co-workers for their loyalty and cooperation in our mutual endeavors to maintain the standards for both the school and the hospital.

Respectfully submitted,

Marian Rottman,
Director of the Division of Nursing.

SUMMARY NURSING SERVICE AT BELLEVUE HOSPITAL

January 1st, 1931 to January 1st, 1932

TOTAL NUMBER OF NURSES IN THE SCHOOL, DECEMBER 31ST, 1931	
Graduate Nurses on duty	263
Student Nurses on duty: Bellevue	186
Mills School	22
Preliminary Students: Bellevue	44
Mills School	15
Affiliating Students: Bellevue	212
Mills School	18
Post Graduate Students	20
Graduate Nurses in Psychopathic Division	96
Total	876
GRADUATE NURSE STAFF:	
Total resignations during year	123
Total appointments during year	220
Total days illness during year	1,688
Total days absence during year	1,944
Total days vacation during year	4,886
Total deaths during year	0
Total transferred to other hospitals	12
STUDENT NURSE STAFF:	
Total new students admitted	124
Total resignations during year	18
Total dismissed during year	0
Total under suspension during year	2
Total leaves of absence	22
Total completed course	71
Total deaths during year	1
Total days illness during year	2,657
Total days absence during year	1,432
Total days vacation during year	4,798

AFFILIATING NURSE STAFF:

Total new students admitted	423
Total resignations during year	17
Total dismissals during year	5
Total completed course during year	441
Total days of illness during year	3,442
Total days of absence during year	1,281
Total deaths during year	1
Total transferred to other hospitals	0

POST GRADUATE STUDENTS:

Total new students admitted	24
Total resignations during year	4
Total completed course during year	54
Total days of illness during year	344
Total days of absence during year	126

TOTAL OF SCHOOL AND NURSING SERVICE:

Total days of illness during year	8,131
Total days of vacation during year	9,684
Total days of absence during year	4,783
Total deaths during year	2
Total appointments during year	791
Total transfers during year	12
Total dismissals during year	5
Total under suspension during year	2
Total completed course during year	571

SUMMARY NURSING SERVICE AT BELLEVUE HOSPITAL

January 1st, 1932 to January 1st, 1933

TOTAL NUMBER OF NURSES IN THE SCHOOL, DECEMBER 31ST, 1932

Graduate nurses on duty	341
Student nurses on duty: Bellevue	178
Mills School	34
Preliminary Students: Bellevue	48
Mills School	13
Affiliating Students: Bellevue	193
Mills School	19
Post Graduate Students on duty	11
Graduate Nurses in Psycopathic Division	100
Total	937
Transferred to Other Hospitals.....Total	6

Graduate Nurse Staff:

Total resignations during year	128
Total appointments during year	215
Total days illness during year	1,990
Total days absence during year	2,302
Total days vacation during year	9,348
Transferred to other hospitals	6
Deaths during year	3

Student Nurse Staff:

Total new students admitted	97
Total resignations during year	17
Total dismissals during year	0
Total under suspension during year	0
Total leaves of absence during year	34
Total completed course during year	66
Total dropped due to illness	2
Total deaths during year	1
Total days illness during year	2,736
Total days absence during year	1,810
Total days vacation during year	6,339

Affiliating Nurse Staff:

Total new students admitted during year	500
Total resignations during year	3
Total suspended during year	2
Total dismissals during year	0
Total completed course during year	523
Total returned to home school—illness	53
Total days illness during year	3,140
Total days absence during year	1,355

Post Graduate Students:

Total new students admitted	31
Total resignations during year	1
Total completed course during year	30
Total days illness during year	219
Total days absence during year	17

Total of School and Nursing Service:

Total days illness during year	8,085
Total days vacation during year	15,687
Total days absence during year	5,484
Total deaths during year	4
Total appointments during year	848
Total transfers during year	6
Total dismissals during year	0
Total under suspension during year	2
Total completed course during year	620

BELLEVUE SCHOOL OF NURSING GRADUATION EXERCISES

Thursday, February 25th, 1932

PROGRAMME

CHAIRMAN—MARK L. FLEMING, M.D.
Departmental General Medical Superintendent.

INVOCATION

READING OF ANNUAL REPORTS

ADDRESS TO THE GRADUATING CLASS

GEORGE DAVID STEWART, M.D., LL.D.
Professor in Surgery in New York University and Bellevue Hospital Medical College.
Past President of New York Academy of Medicine and of American College of Surgeons.

PRESENTATION OF DIPLOMAS

AWARDING OF SCHOLARSHIPS AND PRIZES

BENEDICTION

BELLEVUE SCHOOLS OF NURSING GRADUATION EXERCISES

Thursday, February 9th, 1933

PROGRAMME

CHAIRMAN—WILLIAM F. JACOBS, M.D.
Medical Superintendent, Bellevue Hospital.

INVOCATION

READING OF ANNUAL REPORTS

ADDRESS TO THE GRADUATING CLASS

DR. LINSLY WILLIAMS,
Director of the New York Academy of Medicine.

PRESENTATION OF DIPLOMAS

AWARDING OF SCHOLARSHIPS AND PRIZES

BENEDICTION

BELLEVUE SCHOOL OF NURSING
GRADUATING CLASS, 1932

M. Doris Andrews
Massachusetts
J. Ruth Bertland
New York
Edna M. Bromiley
Pennsylvania
Helen Cameron
Nova Scotia
Helen May Crosby
Connecticut
Janice A. Curran
Maine
Maydene A. Daniels
Vermont
Rosemary E. Doyle
Connecticut
Margaret J. Duffy
Pennsylvania
Elizabeth M. Figge
Pennsylvania
Helena K. Foley
Maine
Betty Geer
Pennsylvania
Helen Geguzys
Pennsylvania
Cecelia E. Gleasure
Massachusetts
Florence Hahn
New York
Mary A. Hamaker
Pennsylvania
Esther A. Hilton
Virginia
Nell A. Hinklin
Ohio
Bernice Minnie Johnson
North Carolina
Valda Johnson
New York
Ruth E. Judd
New York
Muriel A. Juhl
Connecticut
Thurma J. Justus
West Virginia
Mary Alice Keck
Pennsylvania
Agnes Keefe
Nova Scotia
Margaret C. Keefe
New York
Helen H. Kuvalanka
Connecticut
Mildred Lewis
New York
Mary A. Libby
Maine
Violet Linkswiler
Louisiana
Anne M. Lomasney
Massachusetts
Irma G. Mason
Virginia
Frances Anne Mulhall
Washington, D. C.
Helen M. Novitsky
Pennsylvania
Mary Elizabeth O'Hara
New York
Leona E. Ritchey
Pennsylvania
Mary Viola Ritchey
Pennsylvania
Mary Inez Rogowski
Connecticut
Goldie Doris Roof
New Jersey
Marie Sandish
Pennsylvania
Pauline Theresa Sjogren
Minnesota
Alice M. Smith
Virginia
Perma Snyder
Pennsylvania
Marguerite Spangenberg
Pennsylvania

Susie A. Swoncara
New York
Lillian V. Thompson
Ohio
Angeline C. Tipple
New York
Julia R. Tracy
Pennsylvania
Barbara Urban
Connecticut
Grace E. Voehl
New York
Helen Virginia Waring
Virginia
Edna Natalie Witham
North Dakota
Mary Cecelia Young
North Carolina

BELLEVUE SCHOOL OF NURSING
GRADUATING CLASS, 1933

Josephine P. Anderson
Massachusetts
Dorothy B. Anthony
Pennsylvania
Arlene H. Bamford
Pennsylvania
Ruth Morton Barker
New Hampshire
Dorothy Earline Bates
South Carolina
Rosalie Beams
Kentucky
Janet J. Bove
Vermont
Beatrice M. Braik
New York
Mary A. Brukas
Pennsylvania
J. Marie Brush
Pennsylvania
Josephine Patricia Burnett
Connecticut
Dorothy E. Campbell
New York
Mary Cembrinski
New York
Astrid M. Chakurian
Turkey
Mary Cheska
New York
Leonora Cimmino
Connecticut
Sarah A. B. Clark
North Carolina
Bertha Cogan
New York
Lola Coopersmith
New York
Ruth E. Copeland
New Hampshire
Rowena C. Darling
New York
Myra Sigourney Driver
South Carolina
Amelia Helena DuBrey
New York
Ruth Faries
Ohio
H. Lucille George
Pennsylvania
Elizabeth Marie Gilfillan
Rhode Island
Lela Lorene Greenwood
Indiana
Marie C. Gregory
Pennsylvania
Elsa Elizabeth Gustafson
Massachusetts
Ann Irene Higgins
Massachusetts
Blanche Helen Jackowski
New Hampshire
Jessie Jones
Connecticut
Jane Doris Justin
Florida
Mary Celestine Kennedy
Connecticut

Anna Mary Kuhn
New York
Loretta M. Lesnau
New York
Mary Theresa Lewis
Pennsylvania
Johnina Pearl MacKay
Nova Scotia
Mary Constance MacLean
New York
Eleanor P. McCabe
Pennsylvania
Theresa Katherine Madigan
Massachusetts
Bertha Mabel Mensch
Pennsylvania
Claire A. Miodunka
New York
Mildred A. Morris
Massachusetts
Bernadette A. Mullady
Pennsylvania
Mary K. Nally
Pennsylvania
Edith Okerwall
Pennsylvania
Mary Elsie Palmer
Virginia
Emma Louise Pollak
Pennsylvania
Mary Diane Pollak
Pennsylvania
Pauline C. Porowski
Connecticut
Lila M. Quigley
New York
Sarah M. Rowse
Pennsylvania
Kathryn W. Salz
Connecticut
Sarra M. Saprichian
Turkey
Sue Marie Saracena
Pennsylvania
Eva V. Steinburg
Ontario
Catherine A. Stevens
Connecticut
Mary M. Sullivan
New Hampshire
Elizabeth S. Towne
Vermont
Virginia Vient
New York
Clara A. Vollmer
Pennsylvania
Catherine L. Werts
Pennsylvania
Carrie Ross Young
North Carolina

MILLS SCHOOL
CLASS OF 1932

Henry Grzyb
Massachusetts
James T. Green
Connecticut
John J. Michalski
Massachusetts
Paul Rochford
New York

MILLS SCHOOL
CLASS OF 1933

A. Paul Gant
Iowa
Manuel J. Libramento
Rhode Island
Roscoe Rogers
Massachusetts
Harry E. Sirkman
Massachusetts
John M. Steele
Indiana
J. Edward Warburton
Connecticut

AWARDS

1. The "Lavinia L. Dock Annual Scholarship Prize," consisting of four volumes of the History of Nursing by Nutting and Dock:

1932	1933
Anne Lomasney	Mary Sullivan

Honorable Mention:

1932

Betty Geer
Mildred Lewis
Susie Swoncara
Ruth Bertland
Ruth Judd
Violet Linksweiler
Valda Johnson
Frances Mulhall
Helen Kuvalanka

1933

Lela Greenwood
Ruth Barker
Eva Steinburg
Rosalie Beams
Carrie Young
Elsie Palmer
Ruth Faries
Elizabeth Gilfillan
Dorothy Campbell
Sarra Saprichian
Rowena Darling
H. Lucille George
Myra Driver
Mary Kennedy
Beatrice Braik
Astrid Chakurian
Johnina Pearl MacKay
Mary Cheska

2. A $500 Scholarship, established by the Board of Managers, for general excellence, is awarded to a student who desires to prepare for administration or teaching. The five students who are eligible for the scholarship are:

1932	1933
Anne Lomasney	Lela Greenwood
Susie Swoncara	Rosalie Beams
Edna Witham	Ruth Barker
Nell Hinklin	Mary Sullivan
Marguerite Spangenberg	Eva Steinburg

3. Two prizes established by Mr. Henry Lambert, for excellence in bedside nursing were awarded; fifty dollars each in 1932 and twenty-five dollars each in 1933.

1932	1933
Edna Witham	Rosalie Beams
Marguerite Spangenberg	Lela Greenwood

Honorable Mention—1932

Susie Swoncara: for her inexhaustible enthusiasm and optimism in the face of difficulties.

Anne Lomasney: for her keen sense of responsibility, loyalty to her school and to her friends, and her ability to sympathetically identify herself with a situation.

Nell Hinklin: for her charming personality and devotion to nursing.

Honorable Mention—1933

Ruth Barker: for her thoroughness, efficiency, and precision in the performance of all duties.

Mary Sullivan: for her capability, poise, resourcefulness and her discernment and quick response to the patient's needs and comfort.

Eva Steinburg: for her sincerity, thoroughness, and ability to inspire confidence.

H. Lucille George: for her dependability, skill, and efficiency in nursing procedure.

Carrie Young: for her efficiency, reliability, poise, and graciousness in all her contacts.

Beatrice Braik: for her thoroughness, resourcefulness, and lovely spirit.

4. Two prizes of twenty-five dollars each, established by the will of Mrs. William Preston Griffin, to second year students, for excellence in bedside nursing:

1932	1933
Rosalie Beams	Anita Morris
Carrie Young	Josephine Karbin

Honorable Mention—1932

Ruth Barker: for her thoroughness, efficiency, enthusiasm, and intelligent nursing care.

Elsie Palmer: for her loyalty to her friends and the profession and for her innate dignity and gentle kindness.

H. Lucille George: for her dignified, intelligent, conscientious nursing care.

Genevieve Martin: for many qualities of leadership, good judgment, and efficient bedside care.

Honorable Mention—1933

Nell Russell: for reliability, helpfulness, and well directed enthusiasm.

Helen Kilbride: for her quiet, dignified sincerity and sustained cheerfulness.

Hazel Leavitt: for her poise, courtesy, and efficiency in bedside nursing.

HARLEM HOSPITAL
1931-1932

To the Board of Managers, Dr. Greeff, Commissioner of the Department of Hospitals, Miss Rottman, Director, Division of Nursing, and friends of the Harlem School of Nursing:

It is my privilege to present to you the eighth graduating class of the Harlem School of Nursing. The original number in this class was twenty-four. The number has been reduced to seventeen, because of the inability of others to maintain the required standards in health and scholarship.

New Positions

Miss Elizabeth McDonnell was appointed January 1st as Assistant Superintendent of Nurses (Director of Supervision.) Under her direction a program of ward instruction has been organized. The ward instructors are responsible for all clinical teaching of the student and the bedside care of the patient on the wards, with close correlation of theory and practice. Weekly conferences of these instructors are held to discuss matters of importance relative to student instruction, care of the patient, and hospital administration.

The staff education program is carried on through group and individual conferences, lectures, and bulletins. Plans are being made for the expansion of this program next year. In the future we expect to see every graduate, in any executive position in the hospital, carrying on some study and doing some teaching; and as a result we have every reason to expect that there will be a marked rise in the scholastic and professional status of our students and staff.

There has been a steady increase in the graduate staff since the opening of the school in 1923. Eight additional trained nurse positions were allowed this year, which brings the total to 85, an increase of 41 positions. Owing to the unusual economic conditions of the country, increase in the patients in the hospital has been constant during the past year and the demands on our nurses have continually increased. Because of the great amount of work done, a still further increase in the nursing staff seems advisable, in order that the nursing care of the patients be maintained at a reasonably high standard.

Emergency Nurses

From December 1st, 1931, to April 30th, 1932, the regular graduate staff has been augmented by an average of twenty-five graduate nurses. The services of these nurses were made available through the Emergency Relief Fund. The excellent work and the splendid co-operation of these nurses has been much appreciated; they aided greatly in helping us to give better bedside nursing care to the patients during the unusually heavy season.

Out Patient Department

The Out Patient Department activities continue to increase. The daily average of cases registered is 800. This active service is carried on by eight graduates and four students. A fully equipped physiotherapy department was opened April 11th. Since that time 1461 patients have been treated. It is hoped that the unusual clinical and community-social opportunities of this department may be utilized for student instruction in the near future. The success and growth of this department is due, in no small measure, to the very efficient and sympathetic administration of Miss Armstrong.

Dietary Department

The dietary department under the supervision of Miss Nancy Sullivan, chief dietitian, is being very well managed. There is marked improvement in the planning of meals and in their preparation and service to both patients and nurses. This has added greatly to the welfare of the hospital family.

We are pleased with the larger and more fully equipped therapeutic diet kitchen, opened during the past year. Under the supervision of Miss Anna Aurrell, a qualified teacher in dietotherapy, the students are now able to receive instruction in nutrition as well as in diet in disease, closely correlating it with the care of the patient. Because of the increased amount of service now available in this department, with a daily average of fifty diets, three students are assigned to this experience at one time. One great improvement for the comfort of the patients has been accomplished, namely: the serving of the patients' breakfasts at 7:30 instead of 6:30.

The School

The curriculum has been enriched by the addition of 32 hours in Sociology. Miss Ann Doyle, the instructor, is unusually well prepared by education and experience to develop in the students a broad understanding of the significance of social factors in the successful care of patients.

The centralized instruction in the basic sciences of nursing, initiated last year for the Lincoln and Harlem preliminary students, has been continued at Lincoln. A more careful selection of students and prompt elimination of those who do not measure up to the high standards set by the Department has contributed much to the success of the school.

The affiliation of our students at Sea-View Hospital has been continued with the same satisfactory results.

To Miss Forrest, instructor in Theory and Practice of Nursing much credit is due for her thorough and finished instruction of the preliminary students.

This year we have begun the re-organization of our school library with the aim of making it more valuable to the student. The class of 1932 presented to the school library a 1932 Merriman edition of Webster's new international dictionary, (unabridged) and a stand for it.

The effectiveness of the health program of the school has been attested by the fact that the health of the nursing staff, both graduate and student, has held up well considering the heavy hospital census and strenuous duty connected with it. A new feature of the health program has been the dividing of the first annual vacation into two periods of two weeks each; the first period coming at the completion of the preliminary term. It is felt that this rest will tend to decrease the fatigue and mental strain which are the results of the adjustments which the young student must make.

Extra-Curricular Activities

The social and recreational program has been continued under the direction of Miss Vessells. New features added this year are a Spanish class, and an inter-school program between Lincoln and Harlem. The last named feature was organized February 1, 1932. Its aim is to foster a spirit of fellowship between the students of the two schools and a friendship among the graduates. Since the organization, a supper, a tea and a dance have been held. The present head-quarters for the activities of this group are the new club-house of the Y. W. C. A. on West 137th Street.

The Athletic Association has enjoyed a splendid season. Thirteen games of basket-ball were played of which only 3 were lost.

In addition to the above named extra curricular activities, the class of 1932 gave a play, "The Sewing Circle Meets at Mrs. Martins," on Friday evening, May 6th, which was greatly enjoyed by the students and friends of the school. The junior students, under the leadership of Miss Henrietta Forrest, presented a "Pageant of the History of Nursing," on the evening of April 22nd. This activity was not only of great educational value, but because of the artistic and finished manner in which it was produced, has added to the cultural growth of the entire student body.

Reconstruction and New Buildings

The completion of the renovation of the operating room, now going on, will greatly improve conditions and remove difficulties which have been experienced in this department for a long time.

The balconies on the old wing of the hospital are being replaced by new ones, which will be glass enclosed, heated and adequately lighted. This increase in space will serve to relieve

somewhat the present congestion on the male medical and male surgical wards.

On October 20th, 1931, His Honor, Mayor Walker, broke ground for the new nurses' residence, which we anticipate will be completed within two years. This new building will contain about two hundred sleeping rooms, well equipped classrooms, library and social rooms. A swimming pool, gymnasium and auditorium are also included in the plans. This new home will meet a great need and will doubtless contribute much to the improvement of the health and general well-being of the students and the staff.

An up-to-date women's pavilion providing for two hundred-eighty beds is in the course of construction. The extremely crowded conditions of the hospital in the women's wards will be alleviated, to a certain extent, by the additional space which this pavilion will afford.

Our work during the year has been greatly facilitated by the close co-operation of officials of the Department of Hospitals. This assistance has been not alone a definite aid, but an inspiration to us in carrying on our work. To Commissioner Greeff, Commissioner Fay and the other Commissioners; to Dr. Fleming, Departmental General Medical Superintendent; and to Dr. Thornton, Assistant General Medical Superintendent, we are especially grateful for their understanding, sympathy and assistance in aiding us in solving our many problems.

It is difficult for us adequately to express to Miss Rottman, our Director, the deep gratitude which we feel for her constant interest and support in all the problems connected with our patients, our students and our staff. Her counsel and example are a constant inspiration to us to carry on.

To Mr. Dermody, our Superintendent, we owe a debt of gratitude which we are pleased to acknowledge. He has been ever-ready to render service of any kind which was needed or which would assist in facilitating the care of the patients, the education of the student or the general welfare of the nursing group.

May I take this occasion to express our appreciation of the assistance rendered the school on the part of Dr. Connors, President of the Medical Board, and the Visiting and House Staffs, who many times have been called upon for special attention to sick nurses.

I wish to express to the Board of Managers sincere appreciation for their generous assistance, encouragement, untiring interest and time spent at the school.

To my faithful and loyal co-workers, both graduate and student, I owe a debt of gratitude. Without their help and support the past year would have been impossible.

My wish for the graduating class is that they may be worthy of their profession and bring honor to the Harlem School of Nursing.

Respectfully submitted,

(Signed) Sadie J. O'Brien,
Superintendent of Nurses.

Graduation May 12, 1932.

HARLEM HOSPITAL

1932-1933

To the Board of Managers, Dr. Greeff, Commissioner of the Department of Hospitals, Miss Rottman, Director of the Division of Nursing, Dr. Fleming, Departmental General Medical Superintendent and friends of the Harlem School of Nursing:

I have the honor of presenting tonight the ninth graduating class of the Harlem School of Nursing. Tonight marks not only a mile-stone for this class, but a passing of the tenth mile-stone for the school, which was organized January 1, 1923, "at the request of the Board of Trustees"..."The school opened with twenty students"...The first class of thirty-seven were presented for graduation on April 23, 1925. Since that time 200 nurses have received the diploma of the school and when we add to this figure the present graduating class of thirty-three, the roster of the school will contain 233 names.

Despite the increase in patient census which has continued high throughout the year, and has taxed the nursing service to the utmost, the morale of the entire nursing staff has been excellent.

Progress in the School of Nursing:

Ward Teaching Program

The program of clinical instruction, begun in the Fall of 1929, is progressing steadily and is showing results in two directions, namely, (1) in the improvement of the quality of the bedside nursing care, and (2) in the increase in quality and quantity of bedside and ward instruction given to students and to general duty nurses. Ward Instructors or Teaching Supervisors are now teaching and supervising on all of the wards of the hospital.

Teaching Program in the Out-Patient Department

A teaching program which includes thirty-two (32) hours of lectures, sixteen (16) hours of demonstrations, twenty-four (24) hours of conferences, and eight (8) weeks, or 264 hours of practical nursing experience has been organized. The first students were sent to the service under this arrangement on

October 26, 1932. The program is under the direction of Miss Margaret Dudley and has the enthusiastic support of Miss Armstrong, supervisor of the dispensary. A weekly conference of all of the graduate nurses in the dispensary is held each Monday afternoon in the interest of the student nurse program and the more efficient care of the patients coming to the clinics.

There is a steady increase in the numbers of patients applying to the Out-Patient Department for care. The daily average of cases registered has exceeded 1000. The crowded conditions of this service make it almost impossible for the doctors and nurses to give the patients even the slightest amount of personal attention—a situation which makes the teaching of student nurses a difficult task. There is great need for an increase in the nursing staff in this service.

Increase in Hours of Theory

All subjects in the curriculum are now taught on the basis of sixteen hours—the standard college credit unit.

Staff Education Program

The staff education program is organized to carry out the following objectives:

1. To promote the professional development of the graduate nursing staff.
2. To stimulate interest in the daily job.
3. To elevate and maintain the standard of nursing education and nursing practice carried on in Harlem Hospital.

The program is carried on through lectures, demonstrations, conferences, bulletins, etc. During the coming year it is planned to expand this program to include practical methods of teaching health habits to patients. This instruction will be given to all graduate nurse personnel in daily contact with patients. Later the program will include students.

Library

The reorganization of the library which was begun in the Summer of 1932, was completed in time for the opening of the Fall semester, 1932. The library has been re-catalogued according to the Dewey Decimal System. Each book has been analyzed and catalogued under as many subject headings as possible so that each book is made to serve to its fullest capacity. For example, the library contains about 300 separate titles and for this number about 3,500 reference cards have been made.

The total library consists of 500 volumes. Additions are being made to the library all the time.

The library is open from 8:30 A. M. to 8:30 P. M. daily excepting Sunday. Through the reorganization of personnel,

which was effected during the summer, a graduate nurse is on duty throughout the eleven hours to assist the students. Already we are beginning to see results from this service in the classwork of the students.

Health and Recreation

Through the realignment of duties of certain of the nursing personnel, there has been made possible the organization of an entirely new department of the School of Nursing. It is known as the Department of Health and Recreation. This department is responsible for the following activities:

1. Supervising all health activities of students, post graduates, and graduate general duty nurses.
2. Directing all recreation and extra-curricular activities of the students.
3. Keeping the library open; directing the reading of all students; supervising the study periods of the preliminary group.
4. Keeping all records, reports and statistics of the School of Nursing.

The department is under the direction of two graduate nurses,—one full time and one part time.

Pre-Testing of Students

Beginning this year intelligence and aptitude tests were given to applicants seeking admission to the school. While but very few candidates have been tested to date, it is felt that this is a measure which should assist in a better selection of students thus minimizing the failures, not alone during the preliminary period, but throughout the course. It is planned next year to attempt to have all candidates receive these tests before admitting them to the school.

Extra-Curricular Activities

This program has been reorganized to meet the demands of health and scholarship of the individual student. It now functions under the new Department of Health and Recreation.

Nursing Staff

There has been no increase in the regular nursing staff despite the increase in bed capacity and the overcrowding of the wards. Throughout the year, however, the staff has been augmented by twelve (thirteen less than last year) graduate nurses, through the Emergency Relief Fund. These nurses work but four days a week,—seven hours a day.

We again take pleasure in commending this group for their good work and cooperation.

We are happy to report that our professional staff was not at all affected by the recent ruling concerning the employment of non-citizens. The only nurse in this group to be affected was in charge of the record room. Among our subsidiary group, however, there were many changes which have added greatly to the burden of the nursing staff.

Monthly Contribution of Nursing Staff to Social Service for Relief Work

Beginning November 1, 1931, each member of the graduate nurse staff has contributed monthly one percent of her salary to the relief work of the Social Service Department of the Hospital. This contribution amounts to approximately $45.00 per month.

Every staff member is engaged in some educational activity in the form of post graduate work in college or is making up high school.

Reconstruction and New Buildings

The new operating room suite, which has been under construction for some months, is about completed. It is expected that it will be ready for occupancy about July 1, 1933.

The new balconies were opened for occupancy December 1, 1932. The six balconies contain a total of fifty-four (54) beds of which thirty-six (36) are for male adult patients and the remaining eighteen (18) for children. It has been necessary to take one of the balconies assigned to the children's surgical service for an infirmary for nurses.

Work on the Women's Pavilion is progressing but it is not expected that this building will be ready for occupancy before 1935.

Construction has been started on the new nurses' residence, for which ground was broken on October 31, 1931. It is hoped that this work will go forward without delay as the crowded conditions of the present residence make it very difficult to maintain a satisfactory home life. Several rooms are utilized for one purpose in the day-time and for another in the evening. For example: one of the social rooms is used as a classroom during the day. This necessitates the extra work of carrying chairs, blackboard, etc., up from the basement each day.

Our work continues to be facilitated by the close cooperation of the officials of the Department of Hospitals. We take especial pleasure in extending to them our sincere appreciation. Particularly do we feel indebted to Commissioner Greeff, Commissioner Fay and the other Commissioners; to Dr. Fleming, Departmental General Medical Superintendent, and to Dr. Thornton, Assistant Departmental General Medical Super-

intendent, for their understanding and assistance to us in solving our many problems.

It would be impossible to put into words the extent of our appreciation of all that Miss Rottman, our Director, has done for us during the past year. We can but assure her that we are entirely sensible to all that she has done for our patients, our students and our staff and that we thank her most heartily.

Once more we are happy to extend our thanks to Mr. Dermody, our Superintendent, for all that he has done for us. He has ever been ready to lend assistance and cooperation to any project looking toward the welfare of the nursing staff.

We are glad to have occasion to thank Dr. Connors, Dr. Martin, and the other members of the Visiting and House Staffs for their many acts of kindness to us throughout the year. Our special thanks are due to Dr. Whiteman, Dr. Ayer and Dr. Wright who have been untiring in their care of our sick students and graduates, as well as in helping us maintain our health program.

To Mrs. Hoyt and the Board of Managers I wish to express my sincere appreciation for their untiring interest, encouragement and support in carrying on the activities of the school.

Again, do I acknowledge the debt of gratitude which I owe to my co-workers.

My wish for the graduating class is that they may have every success and become worthy members of the profession.

Respectfully submitted,

Sadie J. O'Brien,
Superintendent of Nurses.

AWARDS

1932

The Alumnae Association of the Harlem School of Nursing established last year a one hundred dollar scholarship to be awarded to the student attaining the highest scholastic record in the theory and practice of nursing and desiring to further her education.

The Scholarship is awarded to:

HELEN GIBSON

HONORABLE MENTION:

GLADYS LEWIS	MARGARET HARVEY
DOROTHY HOBDAY	ANNETTE LANDUM

The John F. Connors prize presented by Dr. John F. Connors, President of the Medical Board of Harlem Hospital, to be given to the student most efficient in bedside nursing.

The honor and twenty-five dollars in gold go to:

DOROTHY HOBDAY

The second prize, a 4 volume set of History of Nursing books, is awarded to:

BIRDIE BROWN

HONORABLE MENTION:

CORDEHLIA LILLY	VERNON SHELTON
HELEN GIBSON	ELIZABETH FLETCHER
ROSE SUTHERLAND	MINNIE WILLIAMS

Dr. Louis T. Wright, Secretary of the Medical Board of Harlem Hospital awards each year to the student attaining the highest scholastic average a prize of twenty-five dollars in gold.

It has been earned this year by:

HELEN GIBSON.

REPORT FOR MILLS SCHOOL

1932

With the change of the length of the course from two years and six months to three years, the number of students completing

the course this year was so small that graduation exercises were dispensed with.

Fifteen preparatory students entered in the February class. Only those students who ranked in the upper two thirds of their high school class were accepted. Every student in the school is a high school graduate and there are ten students who have completed one year or more of college work, two having college degrees. The quality of the work of the present student body reflects the value of good academic preparation and of careful initial selection of students.

Miss Ruth Pentland continues as hostess in the Mills School, and Mr. Adrain Van Note as director of health and social life. Mrs. Lewis Morris' continued interest in the welfare of the students has been of untold benefit to the school.

It is hoped that recreational facilities and improved housing conditions may be made possible in the near future.

Respectfully submitted,

MARION ROTTMAN,
Director Division of Nursing.

REPORT FOR MILLS SCHOOL
1933

combined with the Bellevue School of Nursing on page 27.

Fifty-Ninth and Sixtieth Annual Reports

OF THE

Bellevue Training School for Nurses

1932 — 1933

CERTIFICATE OF INCORPORATION

The Training School For Nurses

The undersigned citizens of the State of New York and of the United States of America, all being of full age, desire to form a charitable society under the Act of the Legislature of the State of New York, passed in the year 1848, entitled, "An Act for the incorporation of benevolent, charitable, scientific and missionary societies," and the acts amendatory thereof, do make and file this certificate:

ARTICLE I. The name by which this society shall be known is "The Training School for Nurses."

ARTICLE II. The object of this society is the training of nurses for the sick in order that women shall find a school for their education and the public shall reap the advantage of skilled and educated labor.

ARTICLE III. The number of directors of this society shall be ten, who shall be for the first year Mrs. W. H. Osborn, Mrs. Robert Woodworth, Mrs. William Preston Griffin, Mrs. Lucius Tuckerman, Miss A. H. Woolsey, Miss Ellen Collins, Miss Julia Gould, Mr. Henry G. Stebbins, Mr. Chandler Robbins, Dr. W. G. Wylie.

ARTICLE IV. The principal place of business of this society shall be in the City and County of New York.

Dated, New York, February 2, 1874.

ELIZABETH C. HOBSON, *President*,
VIRGINIA R. OSBORN,
ALLINE P. WOODWORTH,
ABBY HOWLAND WOOLSEY,
ELIZA WOLCOTT TUCKERMAN.

State of New York
City and County of New York } ss.:

On this second day of February, 1874, before me personally appeared Elizabeth C. Hobson, President; Virginia R. Osborn, Alline P. Woodworth, Abby Howland Woolsey, and Eliza Wolcott Tuckerman, five of the above named incorporators, to me known to be the same persons described in and who executed the foregoing certificate, and severally acknowledged to me that they executed the same.

S. B. Goodale,
Notary Public (23),
New York County.

(Seal)

Filed May 9, 1874.

State of New York
City and County of New York } ss.:

I, William J. McKenna, clerk of the said City and County, and clerk of the Supreme Court of said State for said County, do certify that I have compared the preceding with the original certificate of incorporation of The Training School for Nurses, filed May 9, 1874, on file in my office, and that the same is a correct transcript therefrom, and the whole of such original. In witness whereof, I have hereunto subscribed my name, and affixed my seal this 7th day of March, 1892.

Wm. J. McKenna, *Clerk.*

By order of Court, name changed to

THE BELLEVUE TRAINING SCHOOL FOR NURSES

April 14, 1903.

CONSTITUTION and BY-LAWS
of
BELLEVUE TRAINING SCHOOL FOR NURSES

ARTICLE I.

The name by which this Society shall be known is The Bellevue Training School for Nurses.

ARTICLE II.

The object of this Society is the training of nurses for the sick in order that women shall find a school for their education and the public shall reap the advantage of skilled and educated labor.

BY-LAWS

I. MEMBERSHIP.

The Society shall consist of Honorary and Active and Supporting Members.

Honorary Members shall be elected by the Board of Managers for valuable aid or important service rendered to the School.

Active Members shall be those who serve on the Board of Managers.

Supporting Members shall be those who make an annual subscription.

II. BOARD OF MANAGERS.

The Board of Managers shall be the same persons as those appointed to the Board of Managers of the Schools for Nursing of Bellevue and Allied Hospitals.

No member of the Board of Managers shall receive any compensation for services rendered.

III. REPORTS.

The Board of Managers shall keep Minutes of its meetings and shall make an Annual Report to the Committee of Hospitals.

IV. MEETINGS.

The Board of Managers of the Bellevue Training School for Nurses shall hold an Annual Meeting in March or April and such other meetings as may be called by the President. Five members shall constitute a quorum.

V. Officers.

The officers of the Society shall be a President, a Vice-President, a Second Vice-President, a Secretary, a Treasurer and an Assistant Treasurer. They shall be elected annually by a two-thirds vote by ballot of the Board of Managers, from among its members, with the exception of the Treasurer, who need not be a member of the Board of Managers. In case of the death or resignation of an officer, a successor for the remainder of the year may be elected by a two-thirds vote by ballot of the Board of Managers at any regular or special meeting of the Board, two weeks notice in writing having been given by the President or the Secretary.

VI. Nominating Committee.

There shall be a Nominating Committee for officers, consisting of three members of the Board of Managers, named by the President, who shall prepare and submit a ticket annually to the Board. This ticket must be submitted in writing to each member two weeks before the annual meeting of the Board of Managers.

VII. President.

The President shall preside at all meetings of the Board of Managers, and shall call special meetings at her discretion, or upon the written request of three members of the Board. The President shall appoint all special and sub-committees.

VIII. Vice-President.

The Vice-president shall, in the absence of the President, perform the duties of the President.

IX. Secretary.

The Secretary shall perform the duties usually appertaining to this office.

X. Treasurer.

The Treasurer shall keep all the accounts of the Board of Managers and render a monthly statement. An Assistant Treasurer may be appointed by the Board of Managers when found necessary.

XI. By-Laws.

These By-laws may be amended by a two-thirds vote at the annual meeting of the Society, due notice being given in writing.

MINUTES OF THE BOARD OF MANAGERS
ANNUAL MEETING—1932

The Annual Meeting of the Board of Managers of the Incorporated Society of the Bellevue Training School for Nurses was held on Friday, March 18th, 1932, at 10:45 A. M., at the Bellevue Nurses' Residence, 440 East 26th Street, New York City, New York.

Present: Mrs. Osborn—in the Chair.

Mrs. Aldrich	Mrs. McCain
Mrs. Auchincloss	Mrs. Forsyth
Mrs. LaFarge	Mrs. Hartwell
Mrs. Thorpe	Miss Iselin
Mrs. Ferrer	Mrs. Hoyt

The minutes of the last Annual Meeting were read and approved.

The President having appointed a Nominating Committee, the Chairman, Mrs. LaFarge, read their report as follow:

For:

President.....Mrs. Wm. Church Osborn
Vice-President.....Mrs. Linzee Blagden
2nd Vice-President.....Miss Louise Iselin
Secretary.....Mrs. Winthrop W. Aldrich
Treasurer.....Mrs. J. Howland Auchincloss
Assistant Treasurers.....Mrs. H. Forsyth and the Bank of N. Y. and Trust Co.

On motion duly proposed and seconded, the Secretary was instructed to cast one ballot for the entire ticket.

The Treasurer's report as appended was read, accepted and ordered filed.

Certain changes in investments made during the year, on recommendation of the Advisory Finance Committee, were approved.

It was moved, seconded and carried that the lease of Osborn Hall for $1.00 a year to the Alumnae Association be renewed for one year.

On motion duly seconded the Annual Meeting was adjourned.

Respectfully submitted,

HARRIET ALDRICH,
Secretary.

MINUTES OF THE BOARD OF MANAGERS

ANNUAL MEETING—1933

The Annual Meeting of the Board of Managers of the Incorporated Society of the Bellevue Training School for Nurses was held on Friday, April 7th, 1933, at 11 A. M., at 440 East 26th Street, New York, N. Y.

Present: Mrs. Osborn in the Chair.

Mrs. Aldrich	Mrs. McCain
Mrs. Beale	Mrs. Morris
Mrs. Lambert	Mrs. Spence
Mrs. Koehler	Mrs. Franklin
Miss Potter	Mrs. Rockefeller

The minutes of the last Annual Meeting were read and approved.

The President, having appointed a Nominating Committee, with Mrs. LaFarge as Chairman, called for nominations. The following ticket was submitted by Mrs. Spence.

For:

President.....Mrs. Wm. Church Osborn
Vice-President.....Mrs. Linzee Blagden
Secretary.....Mrs. Winthrop W. Aldrich
Treasurer.....Mrs. J. Howland Auchincloss
Assistant Treasurers.....Mrs. H. Forsyth and the Bank of N. Y. and Trust Co.

On motion duly proposed and seconded, the Secretary was instructed to cast one ballot for the entire ticket.

The Treasurer's Report as appended was accepted and ordered filed.

In lieu of the rental of Osborn Hall to the Alumnae Association, the Incorporated Society of the Bellevue Training School for Nurses will hereafter assume the financial responsibility of its administration through a Finance Committee composed of three members of the Board of Managers and two representatives from the Alumnae Association.

On motion duly seconded the Annual Meeting was adjourned.

Respectfully submitted,

HARRIET ALDRICH,
Secretary.

PROPERTY OF BELLEVUE TRAINING SCHOOL FOR NURSES

Mary deWitt Cuyler Fund $26,500
Income used for sick nurses.

Edith Northcote Fund $16,500
Income used for convalescent care of Nurses.

Mrs. Wm. Preston Griffin Fund:
Legacy of $1,000.
Income used for prizes.

Unrestricted:
Invested funds, stocks and bonds amounting to....$79,700
Income used for general expenses.

REAL ESTATE

Osborn Hall—A six-story building with a frontage of 110 feet on 26th and 125 feet on 25th Street and a vacant lot adjoining 100 feet deep and 25 feet wide fronting 25th Street.

The building is used by the Alumnae Association for a Club House. It accommodates approximately 185 guests, besides an Assembly Hall, Reception Rooms, Office, the Alumnae Registry and Coffee Shop.

The Annex—An eight-story building with a 50 foot frontage on 26th Street, 100 feet deep, accommodates 82 guests and is at present rented to the city to house graduate nurses.

Mrs. Priscilla S. Auchincloss, *Treasurer*,
The Bellevue Training School for Nurses, Inc.,
440 East 26th Street,
New York, N. Y.

Dear Madam:

Pursuant to engagement, I have audited the cash receipts and disbursements covering income and expenses of

The Bellevue Training School for Nurses, Inc.

for the year ended December 31, 1931 and present herewith the following statement, preceded by my Comments:

Statement of Cash Receipts and Disbursements for the year ended December 31, 1931.

Very truly yours,

Frederick Fischer, Jr.

New York, N. Y.,
January 28, 1932.

COMMENTS

All receipts recorded on the cash book were traced to deposit in bank. All checks with the exception of those outstanding at the close of the year were audited.

The records show a balance due from the Tuberculosis Auxiliary on advances made for their account.

Mrs. Priscilla S. Auchincloss, *Treasurer,*
The Bellevue Training School for Nurses, Inc.,
440 East 26th Street,
New York, N. Y.

Dear Madam:

Pursuant to engagement, I have audited the cash receipts and disbursements covering income and expenses of

The Bellevue Training School for Nurses, Inc.

for the year ended December 31, 1932 and present herewith the following statement:

Statement of Cash Receipts and Disbursements for the year ended December 31, 1932.

Very truly yours,

Frederick Fischer, Jr.

New York, N. Y.,
February 27, 1933.

THE BELLEVUE TRAINING SCHOOL FOR NURSES, INC.
STATEMENT OF CASH RECEIPTS AND DISBURSEMENTS FOR THE YEAR ENDED DECEMBER 31, 1931

Balance, December 31, 1930			
General Fund—Deficit		$ 399.01	$
Reserve Fund—Osborn Hall Annex		8,000.00*	
Mary de Witt Cuyler Fund—Income cash		382.50	
Edith Northcote Fund—Income cash		4,653.03	12,636.52
RECEIPTS			
General Fund Receipts as to Income			
Subscriptions		390.00	
Donations:			
General Fund	5,813.00		
Reserve Fund	5,000.00		
Nursery School	630.00		
Health Service	180.00		
Time Study	250.00		
Mills School	300.00		
Personnel Committee	140.00	12,313.00	
Income from Invested Funds:			
General Fund	3,910.00		
Mrs. William Preston Griffin Fund	50.00	3,960.00	
Interest on bank balances		60.21	
Rent from New York City		19,500.00	
Rent from Alumnae Association		1.00	
Miscellaneous		19.35	
Total General Fund Receipts as to Income		36,243.56	
Other General Fund Receipts			
Refund on salaries—Bellevue	2.50		
Refund on salaries—Nurses residence	30.00		
Refund on furniture and equipment expense—Osborn Hall	48.00		
Total Other General Fund Receipts		80.50	
Total General Fund Receipts		36,324.06	
Special Funds Receipts			
Mary de Witt Cuyler Fund—Income from invested funds		1,167.50	
Total Receipts			37,491.56
Total			$50,128.08

DISBURSEMENTS			
General Fund Expenses			
Salaries—Bellevue		$ 2,279.97	$
Salaries—Mills School		514.96	
Pensions		600.00	
Office:			
Salaries	1,520.00		
Miscellaneous	282.81	1,802.81	
School Survey		2,482.50	
Lectures		155.00	
Health service		4,242.21	
House Committee		2,400.00	
Printing annual report		400.00	
Scholarship		250.00	
Convention expense		105.22	
Nursery School		1,329.75	
Miscellaneous		472.62	
Nurses Residence:			
Salaries	1,650.00		
Wages	630.00		
Miscellaneous	617.75	2,897.75	
Osborn Hall Annex:			
Salary	300.00		
Wages	1,680.00		
Coal	1,809.01		
Electricity	1,128.74		
Gas	97.12		
Miscellaneous	13.70		
Telephone	52.85		
Taxes	3,672.00		
Water rent	875.53		
Lamps	84.97		
	9,713.92		
Repairs and replacements	3,405.80	13,119.72	
Total General Fund Expenses		$33,052.51	

Total		$50,128.08

Other General Fund Disbursements:

Pediatric Committee expenses	1,190.00	
Personnel Committee expense	879.75	
Total Other General Fund Disbursements	2,069.75	
Total General Fund Disbursements		35,122.26

Special Fund Disbursements:

Mary de Witt Cuyler Fund—Transferred to Treasurer of Alumnae Association	591.25	
Edith Northcote Fund	4,653.03	
Total Special Fund Disbursements		5,244.28
Total Disbursements		40,366.54

Balances, December 31, 1931:

General Fund	8,802.79	
Mary de Witt Cuyler Income Cash	958.75	9,761.54
Total		$50,128.08

* The Reserve Fund balance December 31, 1930 was transferred to the General Fund during the year ended December 31, 1931.

Audited by
FREDERICK FISCHER, JR.
Member of the American Institute of Accountants.

Respectfully submitted,
PRISCILLA S. AUCHINCLOSS,
Treasurer.

THE BELLEVUE TRAINING SCHOOL FOR NURSES, INC.
STATEMENT OF CASH RECEIPTS AND DISBURSEMENTS FOR THE YEAR ENDED DECEMBER 31, 1932

Balance, December 31, 1931			
General Fund		$ 8,802.79	$
Mary de Witt Cuyler Fund		958.75	9,761.54
RECEIPTS			
General Fund Receipts as to Income			
Subscriptions		555.00	
Donations:			
General	1,175.00		
Mills School	125.00		
Nursery School	1,200.00		
Health Service	1,000.00	3,500.00	
Income from Invested Funds:			
General Fund	3,910.00		
Mrs. William Preston Griffin Fund	50.00	3,960.00	
Interest on bank balances		54.87	
Rent from New York City		19,500.00	
Rent from Alumnae Association		1.00	
Total Receipts as to Income		27,570.87	
Other General Fund Receipts			
Refund on insurance—Osborn Hall Annex	37.59		
Refund from Tuberculosis Auxiliary	165.75		
For account of Alumnae Association	9.82	213.16	
Total Receipts			27,784.03
Total			$37,545.57

DISBURSEMENTS			
General Fund—Expenses			
Salaries—Bellevue	$1,660.95	$	$
Salaries—Mills School	300.00		
Salaries—Nursing School	1,174.06	3,135.01	
Pension		600.00	
Office:			
Salaries	1,680.00		
Miscellaneous	197.99	1,877.99	
Health service		3,292.50	
Pediatric service		206.92	
House Committee		2,332.60	
Personnel Committee		70.00	
Scholarship		250.00	
Miscellaneous		222.41	
Nurses Residence:			
Salaries	1,292.00		
Wages	454.44		
Equipment	342.50		
Miscellaneous	338.13	2,427.07	
Osborn Hall Annex:			
Salaries	300.00		
Wages	1,680.00		
Coal	1,813.06		
Water	562.10		
Gas	31.44		
Electricity	1,610.45		
Repairs, painting and replacement of equipment	942.19		
Taxes	3,583.11		
Insurance	416.71		
Lamps	92.34		
Telephone	54.25		
Miscellaneous	42.95	11,128.60	
Total General Fund Expenses			25,543.10

Special Fund Disbursements

Mary de Witt Cuyler Fund—Transferred to Treasurer of Alumnae Association	958.75	
Total Special Fund Disbursements		958.75
Total Disbursements		26,501.85
Balance, December 31, 1932—General Fund		11,043.72
Total		$37,545.57

Total	$37,545.57

Audited by
FREDERICK FISCHER, JR.
Member of the American Institute of Accountants.

Respectfully submitted,
PRISCILLA S. AUCHINCLOSS,
Treasurer.

REPORT OF THE ALUMNAE ASSOCIATION OF THE BELLEVUE TRAINING SCHOOL FOR NURSES, 1931 - 1932

We beg to submit the following report of the Alumnae Association of the Bellevue Training School for Nurses for the year 1931-32.

The Alumnae Association has held regular monthly meetings during the year. The Christmas music provided by Miss Ethel Bacon, Director of Instruction, at the December meeting was greatly enjoyed by all. The annual reception for the graduating class was held at the club house of the American Woman's Association, April 23rd.

All sick nurses in the hospital have been visited by the sick visiting committee and given fruit, flowers, books as well as other necessary attentions. A benefit dance was given in November for this fund.

One hundred and forty-six (146) days' nursing care amounting to $731.00 was given to sick nurses from the Mary DeWitt Cuyler Fund. Nineteen nurses were given benefits from the Sick Benefit Fund.

Ninety-seven members are now drawing a pension from the Pension Fund semi-annually. Donations to this fund during the year amounted to $6,010.00.

Carrie J. Brink Scholarship Fund was not used during the year. It was voted to add all interest and donations to the principal for a time to enable the fund to accumulate.

Contributions to nursing activities:

$200.00 to the Committee on Grading of Schools which completes our pledge of $1,000.00 to this fund.

$50.00 to the American Red Cross — President Hoover's appeal for drought relief.

The annual Red Cross roll call, Miss Isabelle Johnson, chairman, amounted to 192.

One official delegate was sent to the New York State Nurses' Convention held at the Pennsylvania Hotel, New York, in October.

It was voted to change the monthly bulletin to a quarterly bulletin. The first quarterly bulletin was issued in December.

From the numerous complimentary letters, etc. received in connection with this first issue, it is considered a decided improvement. The cover design was especially appealing to the nurses who have been away from the hospital for some time. We wish to express our appreciation and thanks to Miss Loraine G. Dennhardt, chairman of the bulletin committee.

We regret to report the death of the following nurses:

Miss Mary Coleman 1892
Miss Catherine Dunlap 1884
Miss Georgiana Ely 1901
Mrs. Maud Metcalf 1904

Total Membership for 1931.....784

Respectfully submitted,

Winifred Noon,
President.

REPORT OF THE ALUMNAE ASSOCIATION OF THE BELLEVUE TRAINING SCHOOL FOR NURSES, 1932-1933

At the conclusion of the fiscal year in 1932, the membership of the association totalled 836.

The regular monthly meetings held from September 1932 to May 1933 were well attended and enlivened by the active participation of the members. The program offered at the conclusion of each business meeting was varied in character and included reports of nurses' conventions, talks on politics, Soviet Russia, art, and nursing education; dramatic readings were given by Miss Constance Campbell and Miss Mary Sullivan; musical contributions were made by Miss Isabelle Johnson and Miss Olandt, accompanied by Miss Ethel Bacon.

A special meeting of the Private Duty Section considered the matter of supporting a temporary courtesy list composed of graduates of other schools in the Department, and decided in favor of establishing such a list in the Bellevue registry. (Further registry report given elsewhere.)

The Association has been named as beneficiary in the wills of Miss Emily Kerr, Class of 1888, Miss Rachael Given, Class of 1885, and Mrs. Mary Burdick, (formerly M. E. Sherman) Class of 1884. Its financial responsibilties have

been lessened by a change in the administration of Osborn Hall, whereby a committee (composed of three members of the Board of Managers of the Training School and two members of the Alumnae Association) was invested with full control of the Osborn Hall management. This committee is to make monthly reports to both organizations. The Association by virtue of a "gentleman's agreement" with the Board of Managers retains all of its club privileges.

Three very interesting numbers of the Bellevue Quarterly have been issued and read with appreciation by all the members.

Notwithstanding the necessity of undergoing a serious operation, the chairman of the sick visiting committee has faithfully visited sick members and presented gifts from the Alumnae.

Under the guidance of the Red Cross committee, the Association responded generously to the Roll Call, and has spent leisure hours in sewing baby clothes.

In addition to the programs offered at the regular meetings, the entertainment committee has kept us smiling by a visit to Grasslands Hospital and a series of informal and formal dances. Starting with a bank account of zero, the committee earned enough money to completely cover the Association's expense for the annual dinner to the graduating class and still have a balance of $27.40 on hand.

The annual dinner was given at the Ambassador Hotel and by unanimous consent takes its place among the notably successful parties of the Association.

A gift of $100 has been given to the State Service Fund. A total of $1,978 has been given from the benevolent funds of the Association to members sick or in need. By this amount a slight comfort has been offered to thirty-eight nurses.

Checks totalling $3,489.90 were divided among one hundred members of the Pension Fund.

In spite of the depression, the Association's dividends on investments have continued up to standard this year. Thanks for this is due to the finance committee and Mr. Elliott Brown of the advisory committee. We are warned, however, to expect a reduction in the forthcoming year.

Distress has been suffered by many of our members because of the practice of hospitals to give welcome only to their own graduates, and the closing of the doors of our own

hospital to all non-citizen graduates. The opportunity to help themselves is thus denied to many Bellevue graduates.

We report with sorrow the death of the following members:

Miss Ollie Davis	Class 1917
Miss Nellie Brookbanks	" 1914
Mrs. Hagan, nee Marie Kearns	" 1905
Mrs. Mary A. C. Moore	" 1880
Mrs. D. Palm, nee Dynagh Dolan	" 1910
Miss Lena Schmidt	" 1921
Miss Rachael Givens	" 1885
Miss Emily Kerr	" 1888
Miss Mable Van Horn	" 1910

Respectfully submitted,

Sadie Maud Johnston,
President.

REGISTRY REPORT
1931

The Annual Report of the Registry of the Alumnae Association of the Bellevue Training School for Nurses for the year ending December 31, 1931 is as follows:

Physicians	921
Bellevue Hospital	2668
Other Hospitals	266
Institution	88
Hourly Nursing and Treatment	54
Clinic Positions	4
Office Positions	2
Camps (Summer)	5
Ship Nurse	2
TOTAL	4010

Unfilled calls	88
Outside Nurses called	120
New Registrants	33
Left Registry for other work	18

It is interesting to note that, notwithstanding the depression, there was a slight increase in the total number of calls during the fall of 1931 over those of 1930. On the other hand there was a decrease in calls for the month of December, 1931, of 50%. There was a decided decrease in demand for private nurses in homes, while calls for special nurses in the hospital have increased.

We have maintained a personnel of 225 nurses during the year.

Respectfully submitted,

MARGARET GALLERY, R. N.,
Registrar.

REGISTRY REPORT
1932

We have the honor to present the annual report of the Registry of the Alumnae Association of the Bellevue Training School for Nurses.

The calls filled for the year, including home, hotel and outside hospitals—3045.

Calls for Bellevue—2113—outside—932.

The rate for special nurses was changed by the City, July 1, 1932 from seven dollars per day to six. This changed the rate paid by relatives and friends to the same.

We are sorry to report the death of Miss Minnie Oliver, January 12, 1932.

The registry had an average of 196 members during the year.

Respectfully submitted,

Charlotte S. Argabrite,
Registrar.

LIST OF GRADUATES FROM 1875 TO 1933

A complete list of the graduates of the Bellevue School of Nursing from the year 1875 to the year 1933, inclusive, is on file in the school of nursing office.

Jaques & Co., Inc.
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The New York Academy of Medicine

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